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**FIRE COMMISSION SPECIAL HEARING****Thursday, January 12, 2006– 3:00 PM**

698 Second Street, Room 101, San Francisco, CA 94107

**AGENDA**

DOCUMENTS DEPT.

Item  
No

JAN - 9 2006

**1. ROLL CALL**

President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	George Lau
Commissioner	Victor Makras

SAN FRANCISCO  
PUBLIC LIBRARY**2. COMMISSION DELIBERATIONS, INCLUDING POSSIBLE APPROVAL OF PROPOSED AGREEMENT**

Commission deliberations and possible approval of a proposed agreement concerning a formal complaint filed by Joanne Hayes-White, Chief of Department, against Firefighter Scott Doonan dated December 2, 2005, for violation of the Rules and Regulations as follows:

Section 3912 – Intoxicants/Drugs

*This portion of the meeting may be held in Closed Session pursuant to Government Code Section 54957. If so,*

1. Public Comment on all matters pertaining to Closed Session
2. Closed Session
3. Reconvene in Open Session
  - a. Possible report on action taken in Closed Session, pursuant to Government Code Section 54957.1 and 54957.7, and San Francisco Administrative Code Section 67.14(b).
  - b. Vote to elect whether to disclose any or all Closed Session discussions, pursuant to San Francisco Administrative Code Section 67.14(a)

**3. ADJOURNMENT**



# SAN FRANCISCO FIRE COMMISSION

## MINUTES OF THE FIRE COMMISSION SPECIAL HEARING

Tuesday, January 12, 2006 - 3:00 PM  
698 Second Street, Room 221, San Francisco

### 1. ROLL CALL

President	Paul Conroy
Vice President	Stephen A. Nakajo (excused)
Commissioner	Clem Clarke (excused)
Commissioner	George Lau
Commissioner	Victor Makras

DOCUMENTS DEPT.

JAN 23 2006

SAN FRANCISCO  
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### 2. COMMISSION DELIBERATIONS ON FORMAL COMPLAINT (Continued from Closed Session on 12/8/05)

Commission Deliberations concerning a formal complaint filed by Joanne Hayes-White, Chief of Department, against Firefighter Daniel Boreen, dated February 1, 2005, for violation of the Rules and Regulations as follows:

Section 3924 – Insubordination

*This portion of the meeting may be held in Closed Session pursuant to Government Code Section 54957. If so,*

#### 2.1. Public Comment on all matters pertaining to Closed Session

There was no public comment on the closed session. The Commission went into closed session at 3:10 PM.

#### 2.2. Reconvene in Open Session

The Commission reconvened in open session at 4:10 PM

##### a. Possible report on action taken in Closed Session, pursuant to Government Code Section 54957.1 and 54957.7, and San Francisco Administrative Code Section 67.14(b).

Commissioner Lau moved and Commissioner Makras seconded the motion to report on action taken in closed session. The motion was unanimously approved.

Commissioner Conroy reported the Commission, by a unanimous decision, found Firefighter Boreen guilty of Section 3924 – Insubordination.

As a penalty, the Commission imposed a 90-day suspension. However, the suspension will be reduced to 30 days if:

(1) Firefighter Boreen pays the fine imposed by the Commission at its meeting on December 11, 2003 for violation of Section 3905 "Unfamiliarity with Rules,"



Section 3922 "Acts Detrimental to the Welfare of the Department," and Section 3942 "Unauthorized Use or Disposition of Property" (charges formally filed by Chief of Department in March 2003); and

(2) The fine is paid by delivering a cashier's check to the Fire Commission office in the amount of \$6,164, made out to the San Francisco Fire Department; and,

(3) The cashier's check is received at the Fire Commission office on or before 4:00 p.m. on March 31, 2006.

Regardless of the length of suspension, the suspension will start April 1, 2006.

The commission requested that the Deputy City Attorney appearing for the Department prepare and submit Findings of Fact.

**b. Vote to elect whether to disclose any or all Closed Session discussions, pursuant to San Francisco Administrative Code Section 67.14(a)**

Commissioner Makras moved and Commissioner Lau seconded that none of the discussion held during closed would be disclosed. The motion was unanimously approved.

**3. ADJOURNMENT**

The Special Meeting was adjourned at 4:15 PM

*No. 06-1*

Tania Bauer  
Secretary





# SAN FRANCISCO FIRE COMMISSION

## FIRE COMMISSION SPECIAL HEARING Thursday, January 12, 2006 – 4:00 PM 698 Second Street, Room 221, San Francisco

### AGENDA

DOCUMENTS DEPT.

#### 1. ROLL CALL

JAN - 9 2006

President	Paul Conroy
Vice President	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	George Lau
Commissioner	Victor Makras

SAN FRANCISCO  
PUBLIC LIBRARY

01-02-2006 12:02

#### 2. COMMISSION DELIBERATIONS ON FORMAL COMPLAINT (Continued from 12/8/05)

Commission Deliberations concerning a formal complaint filed by Joanne Hayes-White, Chief of Department, against Firefighter Daniel Boreen, dated February 1, 2005, for violation of the Rules and Regulations as follows:

##### Section 3924 – Insubordination

*This portion of the meeting may be held in Closed Session pursuant to Government Code Section 54957. If so,*

1. Public Comment on all matters pertaining to Closed Session
2. Reconvene in Open Session
  - a. Possible report on action taken in Closed Session, pursuant to Government Code Section 54957.1 and 54957.7, and San Francisco Administrative Code Section 67.14(b).
  - b. Vote to elect whether to disclose any or all Closed Session discussions, pursuant to San Francisco Administrative Code Section 67.14(a)

#### 3. ADJOURNMENT

No. 06-2



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City and County of San Francisco

**Fire Commission**

January 12, 2006 (Special Meeting 4:00 PM)

**MINUTES OF THE FIRE COMMISSION SPECIAL HEARING**

Thursday, January 12, 2006 – 4:00 p.m.

698 Second Street , Room 101, San Francisco , CA 94107

Item  
No**1. On ROLL CALL**, the following were present

President Paul A. Conroy  
Vice President Stephen A. Nakajo (excused – business)  
Commissioner Clem Clarke (excused – business)  
Commissioner George Lau  
Commissioner Victor Makras

**Appearances**For the San Francisco Fire Department

Gina Roccanova, Deputy City Attorney, Office of the City Attorney  
Gary Massetani, Deputy Chief, Administration

For Firefighter Scott Doonan

Joseph Moriarty, Counsel, Vice President, San Francisco Firefighters Local 798  
Firefighter Scott Doonan  
John Hanley, President, San Francisco Firefighters Local 798

Also Present

Marie Blits, Deputy City Attorney, Counsel to the Fire Commission  
Tania Bauer, Secretary to the Commission

Joanne Hayes-White, Chief of Department  
Firefighter Tom Posey, Employee Assistance Program, San Francisco  
Fire Department

**2. COMMISSION DELIBERATIONS, INCLUDING POSSIBLE APPROVAL OF PROPOSED SETTLEMENT AGREEMENT**

Commission deliberations and possible approval of a proposed settlement concerning a formal complaint filed by Joanne Hayes-White, Chief of Department, against Firefighter Scott Doonan dated December 2, 2005 for violation of the Rules and Regulations as follows:

Section 3912 – Intoxicants/Drugs

This portion of the meeting may be held in Closed Session pursuant to Government Code Section 54957. If so,

Firefighter Doonan requested a closed session.

## **2.1. Public Comment on all matters pertaining to Closed Session**

*Dustin Winn*, fire academy classmate, spoke in support of Scott Doonan praising his work ethic, his firefighting skill and his dedication to the Fire Department.

*Jay Veach*, fire academy classmate, spoke in support of Scott Doonan and believed that Firefighter Doonan would be an asset to the Department due to his hard work and firefighting skills.

*Steve Figueroa*, fire academy classmate, spoke in support of Scott Doonan and implored the Commission to consider in their decision what an asset Firefighter Doonan is to the Department.

*William Dorsey*, fire academy classmate, spoke in support of Scott Doonan reiterating that FF Doonan is a hard worker and does a good job.

*Kevin Salas* spoke in support of Scott Doonan and considered him the best "probie" he had seen due to his hard work, preparedness on calls and willingness to learn.

*Tom Posey*, EAP (Employee Assistance Program) representative for SFFD, spoke in support of Scott Doonan, praising his willingness to participate in the program and his dedication in carrying out all the conditions.

*John Hanley*, President, San Francisco Firefighters Local 798, spoke in support of Scott Doonan, and wished the Commission to reflect on how highly his classmates thought of him and that a firefighter, who had mentored Doonan at his station, believed that he would be an asset to the City over the next 30 years.

## **2.2. Vote on whether to hold a Closed Session**

Commissioner Makras moved for a closed session and Commissioner Lau seconded. The motion was unanimously approved.

The Commission went into closed session at 4:35 PM .

## **2.3. Reconvene in Open Session**

The Commission reconvened in open session at 6:55 PM

### **i. Possible report on action taken in Closed Session, pursuant to Government Code Section 54957.1 and 54957.7, and San Francisco Administrative Code Section 67.12(b).**

Commissioner Makras moved to report on action taken in closed session and Commissioner Lau seconded. The motion was unanimously approved.

Commissioner Conroy reported that the Commission unanimously voted to accept a stipulated settlement between the Commission and Firefighter Doonan, at the request and suggestion of the Chief, with a condition modifying the Agreement.

The Commission had found Firefighter Doonan guilty of the rule violation and had imposed a penalty consistent with the stipulated Agreement but had also added a further condition.

Firefighter Doonan has pled guilty and his employment with the Fire Department is terminated but the termination will be held in abeyance for three years, provided Firefighter Doonan meets each and every one of the following conditions: (1) a 90 day suspension with thirty days credit for having already participated in a program and additional credit for temporary suspension already served; (2) attendance at 52 weekly therapy counseling sessions for chemical dependency completed within 60 weeks; (3) he is to remain free of any controlled substance not approved by the



Department physician and remain alcohol-free for a period of three years; (4) he shall submit to drug and alcohol tests administered by the Department for a period of three years; and (5) he will be tested at the beginning of each shift that he works. The Commission had added the last condition because it wished to ensure that there will not be any chance that Firefighter Doonan would be under the influence of any substance that could impair his ability to fully perform his duties to protect the people of San Francisco and his fellow Department members.

The Commission allowed that if medical evidence was presented to the Chief of Department that tests could be administered on a less frequent basis guaranteeing that there was no substance in Firefighter Doonan's system, then the frequency of testing could be reduced.

The Commission declared that if Firefighter Doonan tested positive for drugs or alcohol during the prescribed three-year period, or if he refused to be tested, he will be allowed a hearing before the Commission. If it is established at the hearing that he refused to be tested or tested positive, he will be immediately terminated.

**b. Vote to elect whether to disclose any or all Closed Session discussions, pursuant to *San Francisco Administrative Code Section 67.12(a)*.**

Commissioner Lau moved not to disclose any discussions held during the closed session and Commissioner Makras seconded. The motion was unanimously approved.

**3. ADJOURNMENT**

There being no further business before the Commission, the Special Hearing was adjourned at 7:00 PM .

Tania Bauer  
Secretary





**FIRE COMMISSION**  
City and County of San Francisco  
Gavin Newsom, Mayor



Paul A. Conroy, *President*  
Stephen A. Nakajo, *Vice President*  
Clementine Clarke, *Commissioner*  
George Lau, *Commissioner*  
Victor Makras, *Commissioner*

698 Second Street  
San Francisco, CA 94107  
Telephone 415.558.3451  
Fax 415.558.3413  
Tania Bauer, *Secretary*

No. 06-03

**FIRE COMMISSION REGULAR MEETING**  
Thursday – January 12, 2006 – 6:00 p.m.  
698 Second Street, Room 102

DOCUMENTS DEPT.

**AGENDA**

JAN - 9 2006

Item No.

**1. ROLL CALL**

SAN FRANCISCO  
PUBLIC LIBRARY

President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	George Lau
Commissioner	Victor Makras
Chief of Department	Joanne Hayes-White

**2. PUBLIC COMMENT**

Members of the public may address the Fire Commission on items of interest to the public, which are within the subject matter jurisdiction of the Commission. Members of the public may address the Fire Commission for up to three minutes.

**3. APPROVAL OF THE MINUTES [Action]**

Regular Meeting of December 8, 2005, and the Special Hearing of December 13, 2005, at 5:30 p.m.

*Action to be taken: Approval of the minutes*

**4. CONSENT CALENDAR (Items A through C)**

All matters listed hereunder constitute a Consent Calendar, are considered to be routine by the Fire Commission, and will be acted upon by a single roll-call vote of the Commission. There will be no separate discussion of these items unless a member of the Commission or a member of the public so requests, in which event the matter shall be removed from the Consent Calendar and considered as a separate item.

**San Francisco Fire Commission**  
**NOTICE OF COMMISSION PROCEDURES**

**Commission Office**

The San Francisco Fire Commission Office is located at 698 Second Street, Room 220, San Francisco, CA 94107. The telephone number is (415) 558-3451; the fax number is (415) 558-3413. The web address is [www.sfgov.org/fire\\_comm/](http://www.sfgov.org/fire_comm/). Office hours are from 8:30 a.m. to 5:00 p.m. Monday through Friday.

**Documents for Public Inspection**

Documents referred to in the agenda, if more than one page in length, are available for public inspection and copying at the Commission Office.

**Information on Disability Access**

The Fire Commission regularly meets at Fire Department Headquarters, Room 102, 698 Second Street on the 2<sup>nd</sup> and 4<sup>th</sup> Thursday of the month.

The Fire Commission meeting room is wheelchair accessible. The closest accessible MUNI lines serving this location: 15 Third, 42 Downtown Loop, and N Judah (Second and King). Additional lines serving this location are the 30 Stockton and 45 Union. For more information about MUNI accessible services, call (415) 923-6142.

The following services are available on request 48 hours prior to the meeting: (1) American Sign Language interpreters; (2) use of readers, (3) sound enhancement system, and (4) alternative formats of the agenda and minutes. Please contact the Secretary, Fire Commission, at (415) 558-3451 to make arrangements. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

**Policy on use of Cell Phones, Pagers and Similar Sound-Producing Electronic Devices at and During Public Meetings**

The ringing and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

**Know your Rights under the Sunshine Ordinance**

*(Chapter 67 of the San Francisco Administrative Code)*

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance, or to report a violation of the ordinance, or to obtain a free copy of the Sunshine Ordinance, contact Donna Hall, Administrator of the Sunshine Ordinance Task Force, 1 Dr. Canton B. Goodlett Place, Room 409, San Francisco, CA 94 102-4683 at (415) 554-7724, by fax: (415) 554-7854, by e-mail: [Donna.Hall@sfgov.org](mailto:Donna.Hall@sfgov.org) or on the City's website at [www.sfgov.org/bdsupvrs/sunshine](http://www.sfgov.org/bdsupvrs/sunshine).

**San Francisco Lobbyist Ordinance**

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist (SF Campaign & Governmental Conduct Code § 2.100) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the San Francisco Ethics Commission at 30 Van Ness Ave., Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and web site <http://www.sfgov.org/ethics/>.

#### 4.A. Monthly Reports on Personnel Matters *[Discussion]*

##### Division of Training

Submitting monthly report from Division of Training concerning activities performed during December 2005.

##### Physician's Reports

Submitting biweekly reports of Fire Department Physician concerning disability injuries, November 19 through December 2, 2005, and December 3 through December 16, 2005.

##### Appointments - Correction

Amending the following PROBATIONARY appointments:

##### *H2 Firefighter*

Dewayne W. Eckerd  
Jonathan Rider

*(Note: Amending Minutes of 12-08-05, Item 4.A., "Appointments," to reflect that the probationary period for each of the above two firefighters was extended for 90 days due to unprofessional behavior)*

##### Retirements

Communications received from Retirement Board indicating the following members have retired:

<i>Name</i>	<i>Rank</i>	<i>Type</i>	<i>Retirement Date</i>
Territo, Robert N.	H20 Lieutenant	Service	Nov. 21, 2005
Passanisi, Vincent P.	H2 Firefighter	Service	Nov. 29, 2005
Chow, William	7388 Utility Plumber	Service	Nov. 19, 2005

*(Retirement Certificates will be presented at Fire Commission Meeting of February 23, 2006)*

##### Suspensions

Reporting the following suspensions:

<i>No./Rank of Members</i>	<i>Unit</i>	<i>Days Suspended</i>	<i>Dates</i>	<i>Violation of</i>
1 H4 Inspector	BFP	1	08-19-05	Sec. 3926 (Tardiness & Failure to Report)
1 H2 Firefighter	Eng 20	2	12-05-05 12-06-05	Sec. 3926 (Tardiness & Failure to Report)

##### Report of Death

Reporting, with regret, the death of Firefighter John D. Voelker. Firefighter Voelker died on December 4, 2005.

##### Leaves

Reporting leave of absence with pay for A/Lieutenant Jeffrey Wong and Firefighter Gary Altenberg, for five days, December 12 through December 16, 2005, in order to travel to Wilmington, Ohio, to attend a maintenance and repair instruction class for department gurneys. The cost for attending the class for the two members is \$2,309.87 (travel \$1,609.87, training \$700) and is included in the FY 2005-06 budget. A/Lt. Wong will not be replaced.



#### 4.B. Accidents [Discussion]

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	Accident No.	Accident Date	Serial No.	Category	Recommendation
Engine 2	05-6-071	11/2/2005	529	B	Bill
Cause:	Struck by vehicle - While preparing to enter freeway, Eng 2 was sideswiped by a civilian vehicle which had crossed the line into Eng 2				
Truck 9	05-6-072	11/10/2005	618	B	Bill
Cause:	Struck by vehicle - While legally parked, Trk 9 was struck by US postal van				
BFP	05-6-073	11/15/2005	50	B	Bill
Cause:	Struck by vehicle - While parked, BFP vehicle was struck by a civilian vehicle				
Truck 17	05-6-074	11/16/2005	631	B	Bill
Cause:	Struck by vehicle - While responding with red lights and siren and crossing an intersection, Trk 17 was struck by a civilian vehicle travelling at a high rate of speed				
Rescue 2	05-6-075	11/18/2005	862	B	Bill
Cause:	Struck by vehicle - While returning from an incident, Res 2 was struck by a civilian vehicle that pulled out from the curb				
Engine 24	05-6-076	11/18/2005	588	A	File
Cause:	Misjudged clearance - While travelling down a narrow street, Eng 24 struck a parked civilian vehicle				
Medic 43	05-6-077	11/19/2005	0	B	Bill
Cause:	Struck by vehicle - While proceeding through an intersection, Medic 43 was struck by a speeding vehicle which did not yield right-of-way				
Medic 18	05-6-078	11/24/2005	756	A	File
Cause:	Driver inattention - While turning right in front of Station 22, Medic 18 struck a telephone pole				

Engine 38                      05-6-079              11/26/2005              538              B                      Bill

Cause:              Struck by vehicle - While parked on California Street, Eng 38 was backed into by a civilian vehicle

Engine 40                      05-6-080              11/26/2005              507              A                      File

Cause:              Misjudged clearance - While travelling on a narrow road, Eng 40 struck the mirror of a parked civilian vehicle

Truck 9                      05-6-081              11/27/2005              618              A                      File

Cause:              Driver/tiller/officer inattention - While maneuvering on a small dirt road in Bernal Heights, Trk 9 scraped both sides of apparatus

Truck 19                      05-6-082              11/27/2005              612              A                      File

Cause:              Misjudged clearance (tiller) - While travelling on a narrow road, the tiller section of Trk 19 struck the left mirror of a civilian vehicle parked three feet from the curb

Engine 41                      05-6-083              11/27/2005              536              C                      File

Cause:              Driver inattention - While making a right turn, Eng 41 struck a civilian vehicle which was also attempting a right turn between Eng 41 and the curb

Engine 25                      05-6-084              11/25/2005              511              A                      File

Cause:              Driver inattention - While responding with red lights and siren and turning left, driver of Eng 25 struck a fixed barrier

Engine 1                      05-6-085              11/25/2005              0              C                      File

Cause:              Misjudged clearance - While responding with red lights and siren and weaving through traffic, Eng 1 struck a stopped civilian vehicle

Truck 1                      05-6-086              11/25/2005              633              C                      File

Cause:              Driving skill deficiency (tiller error) - While responding with red lights and siren and turning right, tiller section of Trk 1 swung out and struck another vehicle

Engine 40	05-6-087	11/28/2005	507	A	File
Cause:	Driver inattention - While driving on a narrow street, Eng 40 struck a rock which damaged the apparatus				
Truck 18	05-6-088	11/28/2005	615	A	File
Cause:	Driving skill deficiency (tiller error) - While backing into quarters, Trk 18 tiller section struck exhaust system due to open door				
Medic 28	05-6-089	11/30/2005	748	B	Bill
Cause:	Struck by vehicle - While responding with red lights and siren and momentarily stopped, Medic 28 was backed into by a truck				
Truck 3	05-6-090	12/1/2005	632	B	Bill
Cause:	Struck by vehicle - While driving with red lights and siren, Trk 3 was struck by a civilian vehicle which failed to yield right-of-way to emergency vehicle				
Engine 21	05-6-091	12/6/2005	526	A	File
Cause:	Driver inattention - While responding with red lights and siren and turning left, Eng 21 struck a parked civilian vehicle				
Engine 17	05-6-092	12/9/2005	581	A	File
Cause:	Misjudged clearance - While attempting to back up, Eng 17 struck a parked civilian vehicle				

*Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.*

*Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.*

*Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.*

#### **4.C. Communications Received by Commission [Discussion]**

The following communications have been received by the Commission from December 2, 2005 through January 5, 2006:

1. From Jann Van Heuver, Coldwell Banker, thanking the Department for an excellent and thorough presentation by Lieutenant Erica Arteseros, NERT Coordinator, speaking about emergency resources during a catastrophe and the NERT program. Copy: Commissioners.



2. From Carrie Heeter, thanking the Department for the NERT program she attended and found informative, and complementing the Department NERT trainers for this innovative community program. Copy: Commissioners.
3. From Evy Pierce, commending the NERT program for making her feel more confident that during an earthquake or other catastrophic event she will be able to take of herself and possibly be of assistance to others, should the need arise. Copy: Commissioners.
4. From Michael Schaffer, expressing his support for the NERT program and the training he received which could potentially save his life, the lives of his family and that of his fellow citizens. Copy: Commissioners.
5. From Judith Glover, thanking the Commission for providing NERT training since she will no longer feel helpless in an emergency and may be able to help friends and neighbors. Copy: Commissioners.
6. From Susan Eckberg, requesting that the Commission continue the NERT program so more and more people can be trained. She found it informative, well organized and fun. Copy: Commissioners.
7. From Robert and Dorothy Scholten, hoping that the Commission will continue to support and fund the NERT program and feeling confident that in case they survive a disaster, they will be better able to take care of themselves and not be a drain on scarce City resources. Copy: Commissioners.
8. From Kevin Smith, President, SFBFA, requesting the assistance of the Commission in obtaining copies of all complaints filed against him, since the Department had not been forthcoming to his earlier requests. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.
9. From John Hanley, President, Local 798, informing the Commission of the union's two requests to the Center for Disease Control and Prevention to conduct an investigation into cancer-related issues in the Department. Copy: Commissioners.
10. From David Holley, filing a formal complaint against Engine 11 and Rescue 2 for unprofessional and unacceptable behavior during a 911 call and hoping that this was not typical of treatment administered for emergency calls. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.
11. From Marcus Starkey, recommending that all firefighters who work for the City should live within a 30-mile radius and requesting that regulations be changed so that first responders become members of surrounding communities and are able to respond quickly to a large disaster. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.
12. From Carol Schwarz, thanking FF/PM Jurgenson and FF Bebbber of Medic 41, and other members who have assisted her and her husband during serious illnesses, for being kind and helpful but always professional. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.
13. From Captains Phil and Lawry Smith, San Francisco Harbor Light, Salvation Army, thanking the Chief and the firefighters for their help at the Harbor Light Thanksgiving Carving Event and without whose support over the past eleven years the event would not be possible. Copy: Commissioners.

14. From Christina Clark, commending members of Engine 41 and Truck 16 for their quick and careful assistance in a severe plumbing emergency on Thanksgiving Day and noting their extraordinary effort to minimize property damage. Copy: Commissioners, Chief of Department and Deputy Chief, Operation.
15. From Hunter Wight, expressing his and his wife's appreciation to the Department, in particular to Medic 41, who were quickly on site and were knowledgeable, efficient, compassionate and calm and prevented, what could have become, a very grave situation. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.
16. From Lieutenant Ann Mannix, Park Police Station, Night Watch, SFPD, praising the outstanding efforts by four firefighters who brought Truck 1, equipped with special lighting equipment, to assist police officers with a search, at the site of a shooting, for the gun that could be crucial evidence in the conviction of four suspects that had been caught. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.
17. From Anna D. Hanley, thanking Engine 31 for their participation in the Annual 7<sup>th</sup> Avenue Jubilee and for Lieutenant McMahon's patient presentation to the children of the equipment on the truck and how it all works. The visits are a wonderful opportunity for the children to have a personal experience with firefighters in a pleasant and safe situation. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.
18. From Vicki McWilliams, Executive Vice-President, Northern California Regional Manager, Nordstrom, commending the Chief for a fine job as Fire Chief and acknowledging that the City is proud and honored by her leadership. Copy: Commissioners.
19. From Brian Kelly, Fire Chief, City of San Mateo, expressing his, the City Manager's and the City's Department Heads for the hospitality extended by the members of Station 35 and Fire Boat 1 as part of a team building effort, and for a professional view into the San Francisco Fire Department. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.
20. From Assemblyman Leland Yee and Supervisor Jake McGoldrick, thanking the Chief for her participation in the Richmond District Community Health Fair 2005 and commending her for her enthusiastic support which helped make the fair a success. Copy: Commissioners.
21. From Bruce Varner, Fire Chief, City of Santa Rosa, thanking the Chief and members of Station 35 for welcoming and providing a fireboat ride-along and tour to Warsaw fire student Jacob Okolski. Their professionalism and kindness helped Jacob learn a great deal about the American firefighting experience. Copy: Commissioners.
22. From Monique Moyer, Executive Director, Port, thanking the Chief and all the members for their work performed during the recent tragedy at Pier 7. It was an extremely difficult situation and the entire team handled it professionally, without drama, and with the utmost respect for the victims, their family and the Port staff. Copy: Commissioners.
23. From Margaret Chiu, Principal, Galileo Academy of Science and Technology, and Richard McDowell, Galileo Health Academy, thanking the Chief for her speech to the students and for their answering questions. It was a meaningful community exchange which offered important life lessons and serviceable information to the students. Copy: Commissioners.
24. From Robert Bennet, Field Training Specialist, TRADE Program Manager, National Fire Academy, thanking the Chief for allowing San Francisco firefighters to respond to their request

for assistance due to the hurricanes. Their efforts were greatly appreciated by the displaced individualists they assisted as well as by the U.S. Fire Administration. Copy: Commissioners.

25. From Reverend John Pastore, thanking members of the Department who helped clean their church after Hurricane Katrina. They will never forget their kindness. Copy: Commissioners.

26. From Suzanne Sheedy, Development Director, Hamilton Family Center, thanking the Chief for her participation in their annual fundraiser for programs that are serving homeless families in San Francisco. Copy: Commissioners.

27. From Sandra Drissen, thanking the paramedics which assisted her after she tripped and fell over an unmarked raised light box cover. She has the highest praise for their kindness and professionalism. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

28. From Amy Hart, M.D., Chief Medical Examiner, expressing her appreciation for the assistance and hard work at an incident in Golden Gate Park, in removing the remains of an elderly woman found in Stow Lake. Special thanks to two firefighters from Station 14, Sayumi Shoji and John Benson, who willingly donned wetsuits and entered the lake to retrieve the body. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

*Action to be taken: Approval of the Consent Calendar (Items A through C)*

## **5. REGULAR CALENDAR – NEW BUSINESS**

### **5.A. Chief of Department's Report [Discussion]**

Report from Chief of Department Joanne Hayes-White on current issues, activities and upcoming events.

#### **REPORT FROM OPERATIONS**

Richard E. Kochevar, Deputy Chief, Operations, reporting on greater alarm fires and temporary brown-outs of units, including a report from the Emergency Medical Services Division providing an update on EMS training, response times, unusual occurrences and continuing discussion of the EMS Reconfiguration.

### **5.B. Formal Complaint [Discussion]**

Submitting formal complaint against Firefighter Scott Doonan, dated December 2, 2005, for violation of the Rules and Regulations as follows:

Section 3912 – Intoxicants & Drugs

## **6. ADJOURNMENT**






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City and County of San Francisco  
**Fire Commission**

January 12, 2006

No. 06-03

**MINUTES OF THE FIRE COMMISSION**

**Regular Meeting – Thursday – January 12, 2006 – 6:00 p.m.**  
 698 Second Street, Room 102

Item No.

**1. ON ROLL CALL**, the following were noted present:

President Paul A. Conroy  
 Commissioner Clem Clarke  
 Commissioner George Lau  
 Commissioner Victor Makras

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Vice President Stephen A. Nakajo was excused for business reasons.

Joanne M. Hayes-White	Chief of Department
Gary P. Massetani	Deputy Chief, Administration

Assistant Deputy Chiefs – Staff:

Patrick J. Casserly	Division of Airports
Paul H. Chin	Division of Fire Prevention and Investigation
Thomas A. Siragusa	Division of Training
Robert Navarro	Division of Homeland Security

Chief Officers – Firefighting Services:

James A. Barden	Division 2
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EMS Officers:

James M. Fazackerley	Section Chief, Operations
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**2. PUBLIC COMMENT**

*James Connors*, Recruit Training Captain, Division of Training, wished to bring a matter before the Commission that affected his career and his family. He referred to a 12/7/05 letter by Kevin Smith, President, Black Firefighters Association, which accused him of creating a hostile environment and of being in violation of EEO policies. It was Mr. Connors' responsibility to continually coach recruits and be supportive of their performance, a responsibility which he has always fulfilled. It is his responsibility to counsel all recruits and provide them with a clear picture of their training performance. Kevin Smith continues to

use the word "racist" in his references to SFFD and the Division of Training. Mr. Connors requested that the Commission take steps to have Kevin Smith desist from using this type of harmful and inflammatory language, as he was already directed to do by the Department of Human Resources.

*Dr. Fred Chavaria*, Chair, Department of Administrative Justice and Fire Science, City College of San Francisco, stated that he had known Mr. Connors for nine years. He explained that City College has an extremely diverse student body, so that it is critical that the instructors not only be sensitive to student needs but also be able to relate and interact with them. Jim Connors is an outstanding instructor whose students like and respect him. Mr. Connors has an excellent student retention rate. There has never been a complaint lodged against him by any student or any faculty member alleging racial or ethnic bigotry, insensitivity to diversity, or intolerance of cultural issues.

*Diana Dykstra*, President and CEO, San Francisco Fire Credit Union, wished to address Mr. Connors' volunteer work at the Credit Union. He was elected to the Credit Committee and was responsible for reviewing all loan approvals. He performed these duties for over ten years without any claims of unjust or discriminatory practices. She stated that she was dismayed and offended at the claims mad against him. He has never displayed any derogatory behavior against anyone or any group in discharging his duties or in any personal interactions.

*Joel Sato*, President, Asian Firefighters Association, stated that his organization is in full support of Captain Connors and his staff at the Division of Training. He is an example of professionalism and sets an example for equal treatment among all the people he works with, including recruits. Personally, Mr. Sato believed that nothing destroys the good work done in the name of civil rights and affirmative action than the false allegations of racism recently made in this forum.

*Dustin Winn* wished to speak on behalf of Mr. Connors. He stated that as a black man going through training he received no racist or differential treatment from Captain Connors. Instead, he received a strong work ethic from a man who wanted to increase the integrity of the Department.

*Steve Figueroa* spoke in support of Captain Connors, noting that he had taken Fire Science classes from him and had gone through the Academy as a member of the 109<sup>th</sup> class. He had considered Captain Connors an absolute professional and had never seen any proof of any of the allegations against him.

*Anita Paratley*, Training Officer, considered Captain Connors to be the best boss she ever had. She stated that she was speaking as a woman who had been encouraged and mentored over the past 16 years by Captain Connors. He had encouraged her to expand her career and had always had an environment of growth and learning. She was appalled and it broke her heart to have these allegations brought against him.

*Joe Discroll*, referred to Commissioner Clarke's comments on the same topic only a few months ago, when she perceived, as did all the Commissioners, the importance of investigating and addressing any such allegations. Allegations that are not investigated, addressed or resolved cast a cloud over members of the Department as professionals. To leave this allegation just hanging, impairs



training as well as all of the Department operations.

*John Darmanin* stated that he had known Mr. Connors for many years and had found him to be of high integrity and very professional. He noted that if the problem is actual or perceived, it is still a problem. If there is any perceived wrongdoing or unprofessionalism, it should be addressed by the Administration and the Fire Commission, and there should be swift action with the person vindicated. Mr. Darmanin noted that the Department has numerous on-going investigations and when completed, the findings are never released.

Commissioner Conroy, noting that Vice President Nakajo was also inquiring about the status of the investigation into the charges involving the Division of Training, asked the Chief of Department for her comments on the matter. Chief Hayes-White replied that an investigation is taking place, which, unfortunately is taking longer than one would like. Although it is a priority, this thorough investigation, which has certain layers of complexity, will take more time.

### 3. APPROVAL OF THE MINUTES *[Action]*

Regular Meeting of December 8, 2005 , and Special Hearing of December 13, 2005 (5:30 p.m. ).

#### PUBLIC COMMENT

*John Darmanin*, referring to his previous allegation of unprofessional conduct by a Fire Commissioner, wished to clarify that he had not stated that he would send a letter to the Commission, instead he meant that he would send a letter to the appropriate agency for investigation.

Commissioner Clarke moved and Commissioner Makras seconded. There were no further questions or discussion and the minutes were approved as presented.

### 4. CONSENT CALENDAR

All matters listed hereunder (Items A through C) constitute a Consent Calendar, were considered to be routine by the Fire Commission, and were acted upon by a single roll-call vote of the Commission. At the request of John Darmanin, Items A through C were removed from the Consent Calendar.

#### 4.A. Monthly Reports on Personnel Matters *[Discussion]*

(Removed from Consent Calendar)

##### Division of Training

Submitting monthly report from Division of Training concerning activities performed during December 2005.

##### Physician's Reports

Submitting biweekly reports of Fire Department Physician concerning disability injuries, November 19 through December 2, 2005 , and December 3 through December 16, 2005 .

##### Appointments - Correction

Amending the following PROBATIONARY appointments:

*H2 Firefighter*

Dewayne W. Eckerdt  
Jonathan Rider

*(Note: Amending Minutes of 12-08-05 , Item 4.A., "Appointments," to reflect that the probationary period for each of the above two firefighters was extended for 90 days due to unprofessional behavior)*

## Retirements

Communications received from Retirement Board indicating the following members have retired:

<i>Name</i>	<i>Rank</i>	<i>Type</i>	<i>Retirement Date</i>
Territo, Robert N.	H20 Lieutenant	Service	Nov. 21, 2005
Passanisi, Vincent P.	H2 Firefighter	Service	Nov. 29, 2005
Chow, William	7388 Utility Plumber	Service	Nov. 19, 2005

(Retirement Certificates will be presented at Fire Commission Meeting of February 23, 2006 )

## Suspensions

Reporting the following suspensions:

<i>No./Rank of Members</i>	<i>Unit</i>	<i>Days Suspended</i>	<i>Dates</i>	<i>Violation of</i>
1 H4 Inspector	BFP	1	08-19-05	Sec. 3926 (Tardiness & Failure to Report)
1 H2 Firefighter	Eng 20	2	12-05-05 12-06-05	Sec. 3926 (Tardiness & Failure to Report)

## Report of Death

Reporting, with regret, the death of Firefighter John D. Voelker. Firefighter Voelker died on December 4, 2005 .

## Leaves

Reporting leave of absence with pay for A/Lieutenant Jeffrey Wong and Firefighter Gary Altenberg, for five days, December 12 through December 16, 2005 , in order to travel to Wilmington , Ohio , to attend a maintenance and repair instruction class for department gurneys. The cost for attending the class for the two members is \$2,309.87 (travel \$1,609.87, training \$700) and is included in the FY 2005-06 budget. A/Lt. Wong will not be replaced.

## PUBLIC COMMENT

*John Darmanin*, reiterated his comments on training at the Airport and wished that better records would be kept, including displaying them in the Minutes. He believed that there was a lack of accountability regarding this matter.

Commissioner Makras moved and Commissioner Lau seconded. There were no further questions or discussion and Item 4.A. was unanimously approved.

## 4.B. Accidents [Discussion]

(Removed from Consent Calendar)

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

<i>Recommendation</i>	<i>Accident No.</i>	<i>Accident Date</i>	<i>Serial No.</i>	<i>Category</i>
Engine 2	05-6-071	11/2/2005	529	

B	Bill			
Cause:	Struck by vehicle - While preparing to enter freeway, Eng 2 was sideswiped by a civilian vehicle which had crossed the line into Eng 2			
Truck 9 B	Bill	05-6-072	11/10/2005	618
Cause: van	Struck by vehicle - While legally parked, Trk 9 was struck by US postal			
BFP B	Bill	05-6-073	11/15/2005	50
Cause:	Struck by vehicle - While parked, BFP vehicle was struck by a civilian vehicle			
Truck 17 B	Bill	05-6-074	11/16/2005	631
Cause: crossing	Struck by vehicle - While responding with red lights and siren and an intersection, Trk 17 was struck by a civilian vehicle travelling at a high rate of speed			
Rescue 2 B	Bill	05-6-075	11/18/2005	862
Cause: by	Struck by vehicle - While returning from an incident, Res 2 was struck a civilian vehicle that pulled out from the curb			
Engine 24 A	File	05-6-076	11/18/2005	588
Cause: struck	Misjudged clearance - While travelling down a narrow street, Eng 24 a parked civilian vehicle			
Medic 43 B	Bill	05-6-077	11/19/2005	0
Cause: was	Struck by vehicle - While proceeding through an intersection, Medic 43 struck by a speeding vehicle which did not yield right-of-way			
Medic 18 A	File	05-6-078	11/24/2005	756



Cause:	Driver inattention - While turning right in front of Station 22, Medic 18 struck a telephone pole			
Engine 38 B	Bill	05-6-079	11/26/2005	538
Cause: backed	Struck by vehicle - While parked on California Street , Eng 38 was into by a civilian vehicle			
Engine 40 A	File	05-6-080	11/26/2005	507
Cause: the	Misjudged clearance - While travelling on a narrow road, Eng 40 struck the mirror of a parked civilian vehicle			
Truck 9 A	File	05-6-081	11/27/2005	618
Cause: in	Driver/tiller/officer inattention - While maneuvering on a small dirt road in Bernal Heights , Trk 9 scraped both sides of apparatus			
Truck 19 A	File	05-6-082	11/27/2005	612
Cause:	Misjudged clearance (tiller) - While travelling on a narrow road, the tiller section of Trk 19 struck the left mirror of a civilian vehicle parked three feet from the curb			
Engine 41 C	File	05-6-083	11/27/2005	536
Cause: curb	Driver inattention - While making a right turn, Eng 41 struck a civilian vehicle which was also attempting a right turn between Eng 41 and the curb			
Engine 25 A	File	05-6-084	11/25/2005	511
Cause: turning	Driver inattention - While responding with red lights and siren and left, driver of Eng 25 struck a fixed barrier			
Engine 1 C	File	05-6-085	11/25/2005	0
Cause:	Misjudged clearance - While responding with red lights and siren and			



weaving through traffic, Eng 1 struck a stopped civilian vehicle

Truck 1 C	File	05-6-086	11/25/2005	633
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Cause and  
another  
vehicle

Driving skill deficiency (tiller error) - While responding with red lights  
siren and turning right, tiller section of Trk 1 swung out and struck  
vehicle

Engine 40 A	File	05-6-087	11/28/2005	507
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Cause:  
rock

Driver inattention - While driving on a narrow street, Eng 40 struck a  
which damaged the apparatus

Truck 18 A	File	05-6-088	11/28/2005	615
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Cause:

Driving skill deficiency (tiller error) - While backing into quarters, Trk 18  
tiller section struck exhaust system due to open door

Medic 28 B	Bill	05-6-089	11/30/2005	748
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Cause:

Struck by vehicle - While responding with red lights and siren and  
momentarily stopped, Medic 28 was backed into by a truck

Truck 3 B	Bill	05-6-090	12/1/2005	632
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Cause:  
struck  
vehicle

Struck by vehicle - While driving with red lights and siren, Trk 3 was  
by a civilian vehicle which failed to yield right-of-way to emergency

Engine 21 A	File	05-6-091	12/6/2005	526
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Cause:  
turning

Driver inattention - While responding with red lights and siren and  
left, Eng 21 struck a parked civilian vehicle

Engine 17 A	File	05-6-092	12/9/2005	581
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Cause:

Misjudged clearance - While attempting to back up, Eng 17 struck a

parked

civilian vehicle

*Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.*

*Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.*

*Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.*

#### PUBLIC COMMENT

*John Darmanin* reiterated his comments regarding the Department obtaining EVOC training, that is, an Emergency Vehicle Operations Course. He understood that the Chief was working on acquiring such a training course and believed that the high cost of the training material should not stop her efforts.

Commissioner Makras moved and Commissioner Clarke seconded. There were no further questions or discussion and Item 4.B. was unanimously approved.

#### **4.C. Communications Received by Commission [Discussion]** (Removed from Consent Calendar)

The following communications have been received by the Commission from December 2, 2005 through January 5, 2006 :

1. From Jann Van Heuver, Coldwell Banker, thanking the Department for an excellent and thorough presentation by Lieutenant Erica Arteseros, NERT Coordinator, speaking about emergency resources during a catastrophe and the NERT program. Copy: Commissioners.

2. From Carrie Heeter, thanking the Department for the NERT program she attended and found informative, and complementing the Department NERT trainers for this innovative community program. Copy: Commissioners.

3. From Evy Pierce, commending the NERT program for making her feel more confident that during an earthquake or other catastrophic event she will be able to take care of herself and possibly be of assistance to others, should the need arise. Copy: Commissioners.

4. From Michael Schaffer, expressing his support for the NERT program and the training he received which could potentially save his life, the lives of his family and that of his fellow citizens. Copy: Commissioners.

5. From Judith Glover, thanking the Commission for providing NERT training since she will no longer feel helpless in an emergency and may be able to help friends and neighbors. Copy: Commissioners.

6. From Susan Eckberg, requesting that the Commission continue the NERT program so more and more people can be trained. She found it informative, well organized and fun. Copy: Commissioners.

7. From Robert and Dorothy Scholten, hoping that the Commission will continue to support and fund the NERT program and feeling confident that in case they survive a disaster, they will be better able to take care of themselves and not be a drain on scarce City resources. Copy: Commissioners.

8. From Kevin Smith, President, SFBFA, requesting the assistance of the Commission in obtaining copies of all complaints filed against him, since the Department had not been forthcoming to his earlier requests. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

9. From John Hanley, President, Local 798, informing the Commission of the union's two requests to the Center for Disease Control and Prevention to conduct an investigation into cancer-related issues in the Department. Copy: Commissioners.

10. From David Holley, filing a formal complaint against Engine 11 and Rescue 2 for unprofessional and unacceptable behavior during a 911 call and hoping that this was not typical of treatment administered for emergency calls. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

11. From Marcus Starkey, recommending that all firefighters who work for the City should live within a 30-mile radius and requesting that regulations be changed so that first responders become members of surrounding communities and are able to respond quickly to a large disaster. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

12. From Carol Schwarz, thanking FF/PM Jurgenson and FF Bebbber of Medic 41, and other members who have assisted her and her husband during serious illnesses, for being kind and helpful but always professional. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

13. From Captains Phil and Lawry Smith, San Francisco Harbor Light, Salvation Army, thanking the Chief and the firefighters for their help at the Harbor Light Thanksgiving Carving Event and without whose support over the past eleven years the event would not be possible. Copy: Commissioners.

14. From Christina Clark, commending members of Engine 41 and Truck 16 for their quick and careful assistance in a severe plumbing emergency on Thanksgiving Day and noting their extraordinary effort to minimize property damage. Copy: Commissioners, Chief of Department and Deputy Chief, Operation.

15. From Hunter Wight, expressing his and his wife's appreciation to the Department, in particular to Medic 41, who were quickly on site and were knowledgeable, efficient, compassionate and calm and prevented, what could have become, a very grave situation. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

16. From Lieutenant Ann Mannix, Park Police Station, Night Watch, SFPD, praising the outstanding efforts by four firefighters who brought Truck 1, equipped with special lighting equipment, to assist police officers with a search, at the site of a shooting, for the gun that could be crucial evidence in the conviction of four suspects that had been caught. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.



17. From Anna D. Hanley, thanking Engine 31 for their participation in the Annual 7<sup>th</sup> Avenue Jubilee and for Lieutenant McMahon's patient presentation to the children of the equipment on the truck and how it all works. The visits are a wonderful opportunity for the children to have a personal experience with firefighters in a pleasant and safe situation. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

18. From Vicki McWilliams, Executive Vice-President, Northern California Regional Manager, Nordstrom, commending the Chief for a fine job as Fire Chief and acknowledging that the City is proud and honored by her leadership. Copy: Commissioners.

19. From Brian Kelly, Fire Chief, City of San Mateo, expressing his, the City Manager's and the City's Department Heads for the hospitality extended by the members of Station 35 and Fire Boat 1 as part of a team building effort, and for a professional view into the San Francisco Fire Department. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

20. From Assemblyman Leland Yee and Supervisor Jake McGoldrick, thanking the Chief for her participation in the Richmond District Community Health Fair 2005 and commending her for her enthusiastic support which helped make the fair a success. Copy: Commissioners.

21. From Bruce Varner, Fire Chief, City of Santa Rosa, thanking the Chief and members of Station 35 for welcoming and providing a fireboat ride-along and tour to Warsaw fire student Jacob Okolski. Their professionalism and kindness helped Jacob learn a great deal about the American firefighting experience. Copy: Commissioners.

22. From Monique Moyer, Executive Director, Port, thanking the Chief and all the members for their work performed during the recent tragedy at Pier 7. It was an extremely difficult situation and the entire team handled it professionally, without drama, and with the utmost respect for the victims, their family and the Port staff. Copy: Commissioners.

23. From Margaret Chiu, Principal, Galileo Academy of Science and Technology, and Richard McDowell, Galileo Health Academy, thanking the Chief for her speech to the students and for their answering questions. It was a meaningful community exchange which offered important life lessons and serviceable information to the students. Copy: Commissioners.

24. From Robert Bennet, Field Training Specialist, TRADE Program Manager, National Fire Academy, thanking the Chief for allowing San Francisco firefighters to respond to their request for assistance due to the hurricanes. Their efforts were greatly appreciated by the displaced individuals they assisted as well as by the U.S. Fire Administration. Copy: Commissioners.

25. From Reverend John Pastore, thanking members of the Department who helped clean their church after Hurricane Katrina. They will never forget their kindness. Copy: Commissioners.

26. From Suzanne Sheedy, Development Director, Hamilton Family Center, thanking the Chief for her participation in their annual fundraiser for programs that are serving homeless families in San Francisco. Copy: Commissioners.

27 From Sandra Drissen, thanking the paramedics which assisted her after she tripped and fell over an unmarked raised light box cover. She has the highest praise for their kindness and professionalism. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

28 From Amy Hart, M.D., Chief Medical Examiner, expressing her appreciation for the assistance and hard work at an incident in Golden Gate Park, in removing the remains of an elderly woman found in Stow Lake. Special thanks to two firefighters from Station 14, Sayumi Shoji and John Benson, who willingly donned wetsuits and entered the lake to retrieve the body. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

#### PUBLIC COMMENT

*John Darmanin*, referring to a letter from a member asking the Commission's assistance in obtaining copies from the Department regarding complaints filed against him, believed the Department to be deliberately slow in responding to requests for information and fulfilling Sunshine requests

Commissioner Makras moved and Commissioner Clarke seconded. There were no further questions or discussion and Item 4.C. was unanimously approved.

### 5. REGULAR CALENDAR – NEW BUSINESS

#### 5.A. Chief of Department's Report *[Discussion]*

Report from Chief of Department Joanne Hayes-White on current issues, activities and upcoming events.

Prior to her report, Chief Hayes-White welcomed Deputy City Attorney Katie Porter to her first Commission meeting. Ms Porter is replacing Margaret Baumgartner who has moved to the Labor Team in the City Attorney's Office.

111<sup>th</sup> Class – 19 members of the 111<sup>th</sup> class graduated on December 20<sup>th</sup> and will be on probation for one year, working on Engines, Trucks and Ambulances.

EMS Reconfiguration – Chief Hayes-White selected 24 paramedic candidates and six alternates from the list, who had a passing score on the written exam and had passed the physical agility test and the oral and skills exam. Those selected will be entering the Academy on February 13<sup>th</sup> for four weeks of classroom training, followed by three weeks of field evaluation by the Chief of EMS Operations.

FY 2005-06 Budget – The Department seems to be on track regarding its expenditures. In order to remain on track, Chief Massetani will be meeting with all Divisions to review unexpended items in their budget.

FY 2006-07 Capital Budget – The Department has submitted an ambitious capital budget to the Mayor's Office. The Department requested funding for the development of a Mission Bay fire station, most likely to be located at 3<sup>rd</sup> Street, the Toy Program's current location. Chief Hayes-White pointed out an agreement that had been made with the developers of Mission Bay that once there were more than 1,000 residential units south of the channel, it would require public safety resources, such as a police station and a fire station.



Furthermore, the Department would like to secure another facility in the Mission corridor and has included this request in the FY 2006-07 Capital Budget. Old Station 1, which had been at 5<sup>th</sup> Street and Jesse, has been sold for over \$3 million to a development company to be used as a boutique retail area.

New Apparatus – Chief Hayes-White apprised the Commission that the Department will be shortly taking possession of ten new Engines. The Department had requested and the manufacturer had complied, that at no extra cost the engines will be the same color as the apparatus used in 1906 when the earthquake occurred. The engines will be outfitted with a commemorative medal celebrating the 1906 Earthquake Centennial. With the delivery of the ten new Engines, the Department will be on track again with its fleet program. The program had fallen far behind over the past years.

The Department must return 10 old apparatus when it accepts the new ones but it would like to hold back five apparatus to use in its reserve fleet. These vehicles would be fully equipped to serve in the event of disasters and, when member were recalled, they would be used by the additional recalled personnel.

Alcohol and Drug Testing Program – The program was launched on September 26<sup>th</sup> and the Department is on track, testing approximately eight members per week and 400 per year. To date, 117 members were tested – 111 working 24-hour shifts and six on 40-hour schedule. Of these, 116 members had negative results and one had a positive test result. The Department will continue to vigorously administer the testing program.

#### REPORT FROM OPERATIONS

Chief Hayes-White provided the report. During the period from December 8, 2005 through January 10, 2006 there had been four Greater Alarms and 44 working fires. The greater alarm fires resulted in: (1) \$2,650,000 in property damage; (2) \$400,000 in content Damage; (3) \$300,000 in exposure property damage; (4) \$50,000 in exposure content damage; (5) no civilians injured; (6) no firefighters injured; and (7) 25 people were displaced.

New Year's Eve Celebration – There was a SFPD/SFFD unified command post at #4 Embarcadero Center, with Battalion Chief Imbellino, Incident Support Specialist Ertola and Rescue Captain Hogue conducting operations. Suppression and medic units responded to medical calls within the venue using small electric carts as Fire First Aid Strike Team (FFAST).

Mutual Aid – On December 31<sup>st</sup> a task force (four engines, one utility pickup and a task force leader) was requested by OES Region 2 for a mutual aid response to assist with storm related activities. The task force responded to a staging area in Santa Rosa and assisted as needed. Chief Hayes-White was concerned about the City's New Year Celebration and asked for the taskforce to return by 8:00 PM. The task force was released and was back in the City by 5:00 PM.

Performance Appraisals – The electronic input for Performance Appraisal reports for the ranks of H2 Firefighter, H3 Firefighter/Paramedic, H20 Lieutenant and H30 Captain is nearing completion. Minor adjustments are being made, with final completion and review scheduled for January 30<sup>th</sup>.

Company-Based Training – Module 1 started on January 9<sup>th</sup>. Members will receive trauma training (crush injuries, mass casualty injuries, vehicle extrication), live fire training, driver safety and vehicle maintenance lectures, forcible entry lecture and overall practical training. Additionally, all assigned apparatus operators will be given the opportunity to operate their rig within a “coned” driving course. This training module will conclude on February 28<sup>th</sup>.

Discussion ensued with Commissioners asking questions and Chief Hayes-White and staff responding.

*Commissioner Conroy* wished to know about grants, specifically Homeland Security grants since he had read the announcement by Michael Chertoff that these grants will be allocated on a regional basis and the Bay Area will have to present a unified request for funds. He asked the Chief what role the Department will be playing as compared to Office of Emergency Services(OES) and how this will impact the Department.

Chief Hayes-White responded that these are the anti-terrorism grants and there has been an adjustment to the rules. The three cities that received separate grants before - San Francisco , Oakland and San Jose - have been consolidated and will approach this as a single region, with nine smaller cities joining in. She believed that the process will be more cumbersome since a list of priorities must be established by everyone and then consolidated into single list. She asked Robert Navarro, Assistant Deputy Chief, Homeland Security Division, to provide further detail.

Chief Navarro stated that the urban security grants, called UASI, are the largest grants that were awarded to all of cities. The State Homeland Security grant, the Metropolitan Medical Support grant, and the Citizen Emergency Response Team (NERT) grant are all separate grants that come from the state. He explained the consolidation of all the UASI cities into a region, and stated that the Department’s request as a single fire department grant will cease to exist. This means that training dollars and equipment dollars to prepare, respond and recover from acts of terrorism or natural disaster will decrease specifically for San Francisco but will increase for the regional response group. At this time there are no clear answers, since the three cities must come together and agree on a governance. In turn, that governance must strategically decide how to plan the request, in a competitive bid process, to the Department of Homeland Security.

Commissioner Conroy wanted to know what the Department was doing to maximize grant funding. He asked for a comprehensive report on grants and other potential funding sources for the Department.

#### REPORT FROM OPERATIONS (Continued)

James Fazackerly, Section Chief, Operations, presented the EMS report for the month December.

Response Activity – The Department responded to approximately 5,900 EMS calls, with 3,900 being Code 3, lights and siren responses. Paramedic Captains responded to 600 (12%) of the 911 calls.

Response Time Performance – The Department met, and in many cases exceeded, system-wide response time guidelines for first Paramedic Unit or first

ALS on scene. Response times were also exceeded for first Ambulance on scene for both life-threatening and non-life threatening incidents. However, the Department continues not meeting system-wide response time guidelines for first defibrillator on scene, particularly in Battalions 8, 9, and 10.

Staffing – An average of 20 ambulances were available around the clock and 22 ALS engines, staffed by a paramedic, were on duty.

Clinical Risk Management – The section was able to close 20 cases and nine cases were still open at end of December.

In-Service Training – A total of 261 personnel were trained with a total of 767 training hours, with many hours of paramedic refresher training and paramedic captain county-required training. Staff is continuing to develop the Academy curriculum for new transport paramedics who will begin the Academy in February of 2006.

Other Developments – A high number of Patient Care Reports (PCRs), over 5,860, was processed by the Medical Records section. Homeless Outreach is piloting a system to allow Emergency Departments to view Action Plans for high-end users of the system. It will be Web-based, with an emphasis on security protocols. St. Francis Memorial Hospital has agreed to be the test site for this project. Project *Open Airways* will be launched in three area schools.

Commissioner Conroy wished to know when the new Paramedic will be able to assume their duties. Chief Fazackerly responded that there will be an Academy class starting on February 13<sup>th</sup>. After four weeks in the classroom and three weeks in the field for evaluation and certification, the units can start to be deployed.

#### PUBLIC COMMENT

*John Darmanin*, referring to the investigative process, believed that there was a perception of cover-ups and cited his own case. He had filed a complaint, had been brought to Headquarters for questioning but had never been notified of the results of the investigation even though he requested them.

President Conroy directed that the report be accepted and incorporated in the minutes of today's meeting.

#### **5.B. Formal Complaint [Discussion]**

Submitted formal complaint against Firefighter Scott Doonan, dated December 2, 2005, for violation of the Rules and Regulations as follows:

##### Section 3912 – Intoxicants & Drugs

President Conroy directed the Secretary to comply with Section 4006 of the Rules and Regulations and inform Firefighter Doonan that the trial was set for January 12, 2006, at 4:00 p.m.

#### PUBLIC COMMENT

*John Darmanin* was concerned that this agenda item was called after the conclusion of the Special Meeting. He stated that it was unfortunate that there was no notice that no discussion would occur regarding the outcome of the Special Meeting.



## 6. ADJOURNMENT

There being no further business to come before the Commission, the meeting was adjourned at 8:15 p.m.

Tania Bauer  
Secretary



**FIRE COMMISSION**  
City and County of San Francisco  
Gavin Newsom, Mayor



Paul A. Conroy, *President*  
Stephen A. Nakajo, *Vice President*  
Clementine Clarke, *Commissioner*  
George Lau, *Commissioner*  
Victor Makras, *Commissioner*

698 Second Street  
San Francisco, CA 94107  
Telephone 415.558.3451  
Fax 415.558.3413  
Tania Bauer, *Secretary*

No. 06-04

**FIRE COMMISSION REGULAR MEETING**  
Thursday – January 26, 2006 – 6:00 p.m.  
698 Second Street, Room 102

**AGENDA**

DOCUMENTS DEPT.

Item No.

**1. ROLL CALL**

President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	George Lau
Commissioner	Victor Makras
Chief of Department	Joanne Hayes-White

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**2. PUBLIC COMMENT**

Members of the public may address the Fire Commission on items of interest to the public, which are within the subject matter jurisdiction of the Commission. Members of the public may address the Fire Commission for up to three minutes.

**3. APPROVAL OF THE MINUTES [Action]**

Regular Meeting of January 12, 2006, and Special Hearing of January 12, 2006 (3:00 p.m.).

*Action to be taken: Approval of the minutes*

**4. CONSENT CALENDAR (Items A through C)**

All matters listed hereunder constitute a Consent Calendar, are considered to be routine by the Fire Commission, and will be acted upon by a single roll-call vote of the Commission. There will be no separate discussion of these items unless a member of the Commission or a member of the public so requests, in which event the matter shall be removed from the Consent Calendar and considered as a separate item.

**San Francisco Fire Commission**  
**NOTICE OF COMMISSION PROCEDURES**

**Commission Office**

The San Francisco Fire Commission Office is located at 698 Second Street, Room 220, San Francisco, CA 94107. The telephone number is (415) 558-3451; the fax number is (415) 558-3413. The web address is [www.sfgov.org/fire\\_comm/](http://www.sfgov.org/fire_comm/). Office hours are from 8:30 a.m. to 5:00 p.m. Monday through Friday.

**Documents for Public Inspection**

Documents referred to in the agenda, if more than one page in length, are available for public inspection and copying at the Commission Office.

**Information on Disability Access<sup>1</sup>**

The Fire Commission regularly meets at Fire Department Headquarters, Room 102, 698 Second Street on the 2<sup>nd</sup> and 4<sup>th</sup> Thursday of the month.

The Fire Commission meeting room is wheelchair accessible. The closest accessible MUNI lines serving this location: 15 Third, 42 Downtown Loop, and N Judah (Second and King). Additional lines serving this location are the 30 Stockton and 45 Union. For more information about MUNI accessible services, call (415) 923-6142.

The following services are available on request 48 hours prior to the meeting: (1) American Sign Language interpreters; (2) use of readers, (3) sound enhancement system, and (4) alternative formats of the agenda and minutes. Please contact the Secretary, Fire Commission, at (415) 558-3451 to make arrangements. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

**Policy on use of Cell Phones, Pagers and Similar Sound-Producing Electronic Devices at and During Public Meetings**

The ringing and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

**Know your Rights under the Sunshine Ordinance**

*(Chapter 67 of the San Francisco Administrative Code)*

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance, or to report a violation of the ordinance, or to obtain a free copy of the Sunshine Ordinance, contact Donna Hall, Administrator of the Sunshine Ordinance Task Force, 1 Dr. Canton B. Goodlett Place, Room 409, San Francisco, CA 94 102-4683 at (415) 554-7724, by fax: (415) 554-7854, by e-mail: [Donna.Hall@sfgov.org](mailto:Donna.Hall@sfgov.org) or on the City's website at [www.sfgov.org/bdsupvrs/sunshine](http://www.sfgov.org/bdsupvrs/sunshine).

**San Francisco Lobbyist Ordinance**

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist (SF Campaign & Governmental Conduct Code § 2.100) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the San Francisco Ethics Commission at 30 Van Ness Ave., Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and web site <http://www.sfgov.org/ethics/>.

#### 4.A. Monthly Reports on Personnel Matters [Discussion]

##### Physician's Reports

Submitting biweekly reports of Fire Department Physician concerning disability injuries, December 17 through December 30, 2005, and December 31, 2005, through January 13, 2006.

##### Appointments

Reporting the following PERMANENT appointment effective *DECEMBER 10, 2005*:

*H2 Firefighter*

Ryan M. Toby

Reporting the following PERMANENT appointment effective *DECEMBER 24, 2005*:

*1070 IS Project Director*

Jesus A. Mora

##### Retirements

Communications received from Retirement Board indicating the following members have retired:

<i>Name</i>	<i>Rank</i>	<i>Type</i>	<i>Retirement Date</i>
Anderson, William S.	H20 Lieutenant	Service	Jan. 04, 2006
Johnson, Mark J.	H20 Lieutenant	Service	Jan. 03, 2006
Pieretti, John P.	H2 Firefighter	Service	Jan. 02, 2006
Ross, Thomas	H2 Firefighter	Service	Jan. 02, 2006

*(Retirement Certificates will be presented at Fire Commission Meeting of March 23, 2006)*

##### Suspension

Reporting the following suspension:

<i>No./Rank of Members</i>	<i>Unit</i>	<i>Days Suspended</i>	<i>Dates</i>	<i>Violation of</i>
1 H2 Firefighter	Medic 38	2	01-26-06 thru 01-27-06	Sec. 3915 (Proper Behavior) Sec. 3919 (Unacceptable Language) Sec. 3922 (Acts Detrimental to Welfare of Department)

##### Leaves

Reporting leave of absence with pay for Captain Eric Storey, Emergency Communications Department (ECD), for five days, January 7 through January 13, 2006, in order to attend a management course entitled *Communications Center Managers Course*, sponsored by the National Academy of Emergency Dispatchers, in Kansas City, Missouri. The Department will not incur any costs related to this course. Captain Storey will not be replaced.

Reporting leave of absence with pay for Lieutenant Seth Rubenstein, for four days, January 9 through January 12, 2006, in order to attend a Homeland Security Exercise and Evaluation Program's Pilot Exercise Planning Course, in Long Beach, California. All costs related to attending the seminar are covered under the Office of Domestic Preparedness grant fund. Lieutenant Rubenstein will not be replaced.



Reporting leave of absence with pay for Lieutenant Kyle Merkins, for five days, January 16 through January 20, 2006, in order to attend a training seminar entitled *Incident Management/Unified Command for WMDT/Terrorism Incidents*, to be held at the Texas A & M University. All costs related to attending this seminar are covered under the Office of Domestic Preparedness grant fund. Lieutenant Merkins will not be replaced

Reporting leave of absence with pay for Inspector Melissa Lerma, Bureau of Fire Prevention, for five days, February 27 through March 3, 2006, in order to attend the *EduCode International Conference*, presented by the International Code Council in Las Vegas, Nevada. Registration, transportation and lodging will be paid by Inspector Lerma and reimbursed through the Training Committee. Inspector Lerma will not be replaced.

Reporting leave of absence with pay for Inspectors John Darmanin, Melissa Lerma, and Michie Wong, Bureau of Fire Prevention, for five days, March 13 through March 17, 2006, in order to attend the *Annual Fire Prevention Workshop*, presented by the California Fire Prevention Institute in Santa Ynez, California. All expenses will be paid by Inspectors Darmanin, Lerma and Wong, and reimbursed through the Training Committee. Inspectors Darmanin, Lerma and Wong will not be replaced.

Reporting leave of absence with pay for Lieutenant Brendan O'Leary, Bureau of Fire Prevention, for five days, June 12 through June 16, 2006, in order to attend *Fire Prevention 1C (Flammable Liquids & Gases)*, presented by the Industrial Emergency Council in San Carlos, California. Registration fee will be paid by Lieutenant O'Leary and reimbursed through the Training Committee. Lieutenant O'Leary will not be replaced.

Reporting request for renewal of leave of absence without pay from 1450 Executive Secretary I Bernice Bongalon from July 1 through December 31, 2005. (Leave requested in order to accept a provisional promotional appointment as 1452 Executive Secretary II at the Emergency Communications Department.)

Reporting leaves of absence with pay for the time period from August 2005 through July 2006 for the following:

<i>No. of Members</i>	<i>Rank</i>	<i>Total amount of leave (days)</i>
1	H1 Fire Rescue Paramedic	7
17	H2 Firefighter	434
6	H3 Firefighter/Paramedic	156
2	H4 Fire Inspector	121
4	H20 Lieutenant	62
1	H30 Captain	4
1	H33 Rescue Captain	10
	Total Number of Days with Pay	794

Reporting intermittent leaves with pay for the time period from August 2005 through January 2007 for the following:

<i>No. of Members</i>	<i>Rank</i>	<i>Dates of leave</i>
1	H2 Firefighter	Dec 1, 2005 – Nov 30, 2006
1	H2 Firefighter	Dec 5, 2005 – Dec 5, 2006
1	H2 Firefighter	Oct 13, 2005 – Oct 13, 2006
1	H2 Firefighter	Dec 1, 2005 – Nov 30, 2006
1	H2 Firefighter	Jan 1, 2006 – Dec 31, 2006
1	H2 Firefighter	Dec 13, 2005– Dec 12, 2006
1	H2 Firefighter	April 7, 2006 – Jan 11, 2007



1	H2 Firefighter	Mar 29, 2006 – Jan 28, 2007
1	H2 Firefighter	Dec 15, 2005– Dec 14, 2006
1	H2 Firefighter	Dec 20, 2005–June 20, 2006
1	H2 Firefighter	Aug 1, 2005– Sept 6, 2005
1	H2 Firefighter	Nov 29, 2005– July 25, 2006
1	H2 Firefighter	Nov 26, 2005–Nov 26, 2006
1	H2 Firefighter	Dec 30, 2005–Feb 28, 2006
1	H2 Firefighter	Dec 20, 2005–Dec 19, 2006
1	H2 Firefighter	Jan 19, 2006 – Jan 19, 2007
1	H20 Lieutenant	Nov 7, 2005 – Nov 6, 2006
1	H3 Firefighter/Paramedic	Dec 16, 2005–Sept 11, 2006
1	H3 Firefighter/Paramedic	Jan 4, 2006 – Jan 3, 2007
1	H30 Captain	Dec 11, 2005– Dec 11, 2006
1	H40 Battalion Chief	Jan 1, 2006 – Dec 31, 2006

Reporting leaves of absence without pay for the time period from July 2005 through March 2006 for the following:

No. of Members	Rank	Total amount of leave (days)
7	H2 Firefighter	282
1	H20 Lieutenant	6
Total number of Days w/o Pay		288

### Military Leave

Reporting approval of application from one member for Military Leave of Absence with pay, in order to comply with Military Orders received from his commanding officer:

Name	Rank	Dates	Days	Military Organization	Purpose
Laderer, Clayton	H3 FF/PM	01-16-06 thru 03-09-06	53	US Army Res. Fort Bragg, NC	Attend Active Duty Training

(Note: The above military leave is to be paid as follows:  
With pay for the first 30 days from 01-16-06 through 02-14-06  
Without pay from 02-15-06 through 03-09-06)

### 4.B. Accidents [Discussion]

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	Accident No.	Accident Date	Serial No.	Category	Recommendation
Rescue 1	05-6-093	12/2/2005	861	A	File
Cause:	Misjudged clearance - While moving forward in heavy traffic, Res 1 grazed a stopped vehicle				
Engine 36	05-6-094	12/14/2005	514	B	Bill
Cause:	Struck by vehicle - While legally parked, Eng 36 driver's mirror was struck by a passing vehicle				

Engine 37	05-6-095	12/15/2005	596	A	File
Cause:	Driver inattention - While leaving a medical dispatch and moving around Eng 29, Eng 37 struck the spare tire of a parked vehicle				
Medic 8	05-6-096	12/16/2005	736	B	File
Cause:	Struck by vehicle - While parked at an incident, Medic 8 was struck by a vehicle which was trying to maneuver around it				
Truck 12	05-6-097	12/16/2005	624	A	File
Cause:	Driving skill deficiency - While turning apparatus around on the top of a steep hill, Trk 12 damaged underside of trailer				
Medic 3	05-6-098	12/18/2005	750	A	File
Cause:	Driver inattention - While backing into hospital bay, Medic 3 struck a center divider; no spotters available				
Medic 7	05-6-099	12/18/2005	0	A	File
Cause:	Driver inattention - While backing into an emergency ambulance bay, Medic 7 struck Medic 15; no spotters available				
Medic 43	05-6-100	12/20/2005	752	B	Bill
Cause:	Struck by vehicle - While stopped in traffic, Medic 43 was struck from behind by a civilian vehicle				
Engine 39	05-6-101	12/21/2005	590	A	File
Cause:	Misjudged clearance - While responding with red lights and siren, Eng 39 struck and broke the mirror of a parked pick up truck				
Engine 28	05-6-102	12/22/2005	584	A	File
Cause:	Driver inattention - While responding to a building alarm, Eng 28 struck a parked vehicle when making a left turn				
Rescue 1	05-6-103	12/22/2005	861	B	Bill
Cause:	Struck by vehicle - While legally parked, Res 1 was struck by a passing vehicle				

Truck 2                      05-6-104              12/28/2005              619              A                      File

Cause:              Misjudged clearance (tiller) - While responding to an alarm, Trk 2 tiller swung out too far striking a double parked civilian vehicle

*Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.*

*Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.*

*Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.*

#### **4.C. Communications Received by Commission [Discussion]**

The following communications have been received by the Commission from January 6, 2006 through January 19, 2006:

1. From Michael & Victoria Howard, complimenting the Commission for the quick response and professional care of Fire Department members from the 32<sup>nd</sup> Avenue Station, when they provided quality care and assisted with decision making when her husband was critically ill: Copy: Commissioners, Chief of Department and Deputy Chief, Operations.
2. From Denia Eskenazi, Developmental Disabilities Coordinator, Family, Works, expressing appreciation and gratitude for the generous gift donations which benefited families most in need. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.
3. From Janet Kane, thanking the Commission for the NERT program for preparing her and her husband, along with their neighbors for an earthquake, and increasing their awareness and strengthening their self reliance. Copy: Commissioners, Chief of Department and Deputy Chief, Administration.
4. From Johnson Hor, Esq., complaining about the ambulance billing system at SFFD, which presented a bill for collection without having sent an original bill to his mother, which caused undue harm and stress to his mother and may have done so to others. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.
5. From Mayor Gavin Newsom, delineating the challenges in the FY 2006-07 budget, and asking that Presidents and Members of Commissions be guided by a sense of accountability to the taxpayers and by the commitment to uphold the City's tradition of social justice and generosity towards those in need, and requesting that the budgets forwarded to him comply with these instructions in a way that demonstrates both compassion and common sense.

*Action to be taken: Approval of the Consent Calendar (Items A through C)*

## **5. REGULAR CALENDAR – NEW BUSINESS**

### **5.A. Retirement Certificates [Discussion]**

Reporting Awards of Honorable Service to the following members:

	<i>Type of Retirement</i>	<i>Years of Service</i>	<i>Retirement Date</i>
Firefighter Dale N. Scott	Service	30	Oct. 29, 2005
Fire Safety Inspector Diana Shortall	Service	21	Oct. 15, 2005

### **5.B. Chief of Department's Report [Discussion]**

Report from Chief of Department Joanne Hayes-White on current issues, including discussion of the current budget, updates on Divisions within the Department, including Operations, EMS Reconfiguration and the status of the Promotional Process

#### **REPORT FROM ADMINISTRATION**

Report from Gary P. Massetani, Deputy Chief, Administration, with continuing discussion of the FY 2005-06 Budget, projected FY 2006-07 Budget and updates from Administration Divisions

### **5.C. Election of Officers of the Fire Commission [Action]**

Nomination and election for the office of President and Vice President of the Commission.

*Action to be taken: Vote for officers*

### **5.D. 1906 Earthquake Centennial Celebration and Report from SFFD Historical Society [Discussion]**

Update by SFFD Historical Society on plans and activities for the 1906 Earthquake Centennial Celebration and report from SFFD Historical Society on the organization's status and activities

## **6. ADJOURNMENT**



**FIRE COMMISSION**  
City and County of San Francisco  
Gavin Newsom, Mayor



Paul A. Conroy, *President*  
Stephen A. Nakajo, *Vice President*  
Clementine Clarke, *Commissioner*  
George Lau, *Commissioner*  
Victor Makras, *Commissioner*

698 Second Street  
San Francisco, CA 94107  
Telephone 415.558.3451  
Fax 415.558.3413  
Tania Bauer, *Secretary*

No. 06-04

**MINUTES OF THE FIRE COMMISSION**

**Regular Meeting – Thursday – January 26, 2006 – 6:00 p.m.**  
698 Second Street, Room 102

*Item No.*

**1. ON ROLL CALL**, the following were noted present:

President Paul A. Conroy  
Vice President Stephen A. Nakajo  
Commissioner Clem Clarke  
Commissioner George Lau  
Commissioner Victor Makras

Joanne M. Hayes-White  
Richard E. Kochevar  
Gary P. Massetani

Chief of Department  
Deputy Chief, Operations  
Deputy Chief, Administration

**Assistant Deputy Chiefs – Staff:**

Patrick J. Casserly  
Paul H. Chin  
Lorrie A. Kalos  
Thomas A. Siragusa  
Robert Navarro

Division of Airports  
Division of Fire Prevention and Investigation  
Division of Support Services  
Division of Training  
Division of Homeland Security

**Chief Officers – Firefighting Services:**

Arthur W. Kenney  
Frank T. Cardinale

Division 2  
Division 3

**EMS Officers:**

James M. Fazackerley

Section Chief, Operations

**2. PUBLIC COMMENT**

Joel Sato, President, Asian Firefighters Association, invited the members of the Commission, the Chief and the Command Staff to the Chinese New year Parade on February 11<sup>th</sup> celebrating the Year of the Dog. The meeting place for those wishing to walk in the parade will be at Second Street between Mission and Market at 4:30 PM, with dinner to follow at Canton Dim Sum.

DOCUMENTS DEPT.

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*John Darmanin* reiterated his concern about unfinished investigations, stating his belief that several of them involve him and have to do with workplace threats and potential violence. Having to wait so long for a resolution was affecting himself, his family and his co-workers.

*Al Sassus*, Phoenix Society, suggested a "good news" campaign by the Department since the city was experiencing considerably fewer multiple-alarm fires, now averaging 40 per year, whereas in 1976 there were 118 multiple-alarm fires.

### 3. APPROVAL OF THE MINUTES [Action]

Regular Meeting of January 12, 2006, and Special Hearing of January 12, 2006 (3:00 p.m.).

#### PUBLIC COMMENT

*John Darmanin* complained that he could not find the most recent minutes on the website and that only the 2003 and older minutes were available. He considered that it may be a fault in the website's operation.

Commissioner Lau moved and Commissioner Makras seconded. There were no further questions or discussion and the minutes were approved as presented.

### 4. CONSENT CALENDAR

All matters listed hereunder (Items A through C) constitute a Consent Calendar, were considered to be routine by the Fire Commission, and were acted upon by a single roll-call vote of the Commission.

#### 4.A. Monthly Reports on Personnel Matters [Discussion]

##### Physician's Reports

Submitting biweekly reports of Fire Department Physician concerning disability injuries, December 17 through December 30, 2005, and December 31, 2005, through January 13, 2006.

##### Appointments

Reporting the following PERMANENT appointment effective *DECEMBER 10, 2005*:

*H2 Firefighter*

Ryan M. Toby

Reporting the following PERMANENT appointment effective *DECEMBER 24, 2005*:

*1070 IS Project Director*

Jesus A. Mora

##### Retirements

Communications received from Retirement Board indicating the following members have retired:

Name	Rank	Type	Retirement Date
Anderson, William S.	H20 Lieutenant	Service	Jan. 04, 2006
Johnson, Mark J.	H20 Lieutenant	Service	Jan. 03, 2006
Pieretti, John P.	H2 Firefighter	Service	Jan. 02, 2006
Ross, Thomas	H2 Firefighter	Service	Jan. 02, 2006

(Retirement Certificates will be presented at Fire Commission Meeting of March 23, 2006)

## Suspension

Reporting the following suspension:

No /Rank of Members	Unit	Days Suspended	Dates	Violation of
1 H2 Firefighter	Medic	2	01-26-06	Sec. 3915 (Proper Behavior)
	38		thru 01-27-06	Sec. 3919 (Unacceptable Language) Sec. 3922 (Acts Detrimental to Welfare of Department)

## Leaves

Reporting leave of absence with pay for Captain Eric Storey, Emergency Communications Department (ECD), for five days, January 7 through January 13, 2006, in order to attend a management course entitled *Communications Center Managers Course*, sponsored by the National Academy of Emergency Dispatchers, in Kansas City, Missouri. The Department will not incur any costs related to this course. Captain Storey will not be replaced.

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a provisional promotional appointment as 1452 Executive Secretary II at the Emergency Communications Department.)

Reporting leaves of absence with pay for the time period from August 2005 through July 2006 for the following:

<i>No. of Members</i>	<i>Rank</i>	<i>Total amount of leave (days)</i>
1	H1 Fire Rescue Paramedic	7
17	H2 Firefighter	434
6	H3 Firefighter/Paramedic	156
2	H4 Fire Inspector	121
4	H20 Lieutenant	62
1	H30 Captain	4
1	H33 Rescue Captain	10
Total Number of Days with Pay		794

Reporting intermittent leaves with pay for the time period from August 2005 through January 2007 for the following:

<i>No. of Members</i>	<i>Rank</i>	<i>Dates of leave</i>
1	H2 Firefighter	Dec 1, 2005 – Nov 30, 2006
1	H2 Firefighter	Dec 5, 2005 – Dec 5, 2006
1	H2 Firefighter	Oct 13, 2005 – Oct 13, 2006
1	H2 Firefighter	Dec 1, 2005 – Nov 30, 2006
1	H2 Firefighter	Jan 1, 2006 – Dec 31, 2006
1	H2 Firefighter	Dec 13, 2005– Dec 12, 2006
1	H2 Firefighter	April 7, 2006 – Jan 11, 2007
1	H2 Firefighter	Mar 29, 2006 – Jan 28, 2007
1	H2 Firefighter	Dec 15, 2005– Dec 14, 2006
1	H2 Firefighter	Dec 20, 2005–June 20, 2006
1	H2 Firefighter	Aug 1, 2005– Sept 6, 2005
1	H2 Firefighter	Nov 29, 2005– July 25, 2006
1	H2 Firefighter	Nov 26, 2005–Nov 26, 2006
1	H2 Firefighter	Dec 30, 2005–Feb 28, 2006
1	H2 Firefighter	Dec 20, 2005–Dec 19, 2006
1	H2 Firefighter	Jan 19, 2006 – Jan 19, 2007
1	H20 Lieutenant	Nov 7, 2005 – Nov 6, 2006
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1	H3 Firefighter/Paramedic	Jan 4, 2006 – Jan 3, 2007
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1	H40 Battalion Chief	Jan 1, 2006 – Dec 31, 2006

Reporting leaves of absence without pay for the time period from July 2005 through March 2006 for the following:

<i>No. of Members</i>	<i>Rank</i>	<i>Total amount of leave (days)</i>
7	H2 Firefighter	282
1	H20 Lieutenant	6
Total number of Days w/o Pay		288

### **Military Leave**

Reporting approval of application from one member for Military Leave of Absence with pay, in order to comply with Military Orders received from his commanding officer:

<i>Name</i>	<i>Rank</i>	<i>Dates</i>	<i>Days</i>	<i>Military Organization</i>	<i>Purpose</i>
Laderer, Clayton	H3 FF/PM	01-16-06 thru 03-09-06	53	US Army Res. Fort Bragg, NC	Attend Active Duty Training

(Note: The above military leave is to be paid as follows:  
With pay for the first 30 days from 01-16-06 through 02-14-06  
Without pay from 02-15-06 through 03-09-06)

#### 4.B. Accidents [Discussion]

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	<i>Accident No.</i>	<i>Accident Date</i>	<i>Serial No.</i>	<i>Category</i>	<i>Recommendation</i>
Rescue 1	05-6-093	12/2/2005	861	A	File
Cause:	Misjudged clearance - While moving forward in heavy traffic, Res 1 grazed a stopped vehicle				
Engine 36	05-6-094	12/14/2005	514	B	Bill
Cause:	Struck by vehicle - While legally parked, Eng 36 driver's mirror was struck by a passing vehicle				
Engine 37	05-6-095	12/15/2005	596	A	File
Cause:	Driver inattention - While leaving a medical dispatch and moving around Eng 29, Eng 37 struck the spare tire of a parked vehicle				
Medic 8	05-6-096	12/16/2005	736	B	File
Cause:	Struck by vehicle - While parked at an incident, Medic 8 was struck by a vehicle which was trying to maneuver around it				
Truck 12	05-6-097	12/16/2005	624	A	File
Cause:	Driving skill deficiency - While turning apparatus around on the top of a steep hill, Trk 12 damaged underside of trailer				
Medic 3	05-6-098	12/18/2005	750	A	File
Cause:	Driver inattention - While backing into hospital bay, Medic 3 struck a center divider; no spotters available				

Medic 7	05-6-099	12/18/2005	0	A	File
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Cause: Driver inattention - While backing into an emergency ambulance bay, Medic 7 struck Medic 15; no spotters available

Medic 43	05-6-100	12/20/2005	752	B	Bill
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Cause: Struck by vehicle - While stopped in traffic, Medic 43 was struck from behind by a civilian vehicle

Engine 39	05-6-101	12/21/2005	590	A	File
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Cause: Misjudged clearance - While responding with red lights and siren, Eng 39 struck and broke the mirror of a parked pick up truck

Engine 28	05-6-102	12/22/2005	584	A	File
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Cause: Driver inattention - While responding to a building alarm, Eng 28 struck a parked vehicle when making a left turn

Rescue 1	05-6-103	12/22/2005	861	B	Bill
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Cause: Struck by vehicle - While legally parked, Res 1 was struck by a passing vehicle

Truck 2	05-6-104	12/28/2005	619	A	File
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Cause: Misjudged clearance (tiller) - While responding to an alarm, Trk 2 tiller swung out too far striking a double parked civilian vehicle

*Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.*

*Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.*

*Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.*

#### **4.C. Communications Received by Commission [Discussion]**

The following communications have been received by the Commission from January 6, 2006 through January 19, 2006:

1. From Michael & Victoria Howard, complimenting the Commission for the quick response and professional care of Fire Department members from the 32<sup>nd</sup> Avenue Station, when they provided quality care and assisted with decision making when her husband was critically ill:  
Copy: Commissioners, Chief of Department and Deputy Chief, Operations.



2. From Denia Eskenazi, Developmental Disabilities Coordinator, Family, Works, expressing appreciation and gratitude for the generous gift donations which benefited families most in need. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

3. From Janet Kane, thanking the Commission for the NERT program for preparing her and her husband, along with their neighbors for an earthquake, and increasing their awareness and strengthening their self reliance. Copy: Commissioners, Chief of Department and Deputy Chief, Administration.

4. From Johnson Hor, Esq., complaining about the ambulance billing system at SFFD, which presented a bill for collection without having sent an original bill to his mother, which caused undue harm and stress to his mother and may have done so to others. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

5. From Mayor Gavin Newsom, delineating the challenges in the FY 2006-07 budget, and asking that Presidents and Members of Commissions be guided by a sense of accountability to the taxpayers and by the commitment to uphold the City's tradition of social justice and generosity towards those in need, and requesting that the budgets forwarded to him comply with these instructions in a way that demonstrates both compassion and common sense.

Prior to proceeding, Commissioner Conroy stated that he had received a January 18, 2006 letter from the Mayor, who had requested of all Commission Presidents that the letter be read to the Commissioners and the public at a Commission meeting. Commissioner Conroy read the letter, a copy of which is attached to these minutes.

The letter delineates the challenges in the FY 2006-07 budget, and asks that Presidents and Members of Commissions be guided by a sense of accountability to the taxpayers and by the commitment to uphold the City's tradition of social justice and generosity towards those in need, and requests that the budgets forwarded to him comply with these principles in a way that demonstrates both compassion and common sense

Commissioner Conroy noted that last year at this time the Mayor came to the Commission meeting to discuss various budget items and asked that the Commission take into account that there were many vital services which were competing for the available funds.

Commissioner Makras moved and Commissioner Lau seconded. There were further no questions or discussion and Items A through C on the Consent Calendar were approved or ordered filed as appropriate.

## **5. REGULAR CALENDAR – NEW BUSINESS**

### **5.A. Retirement Certificates [Discussion]**

Reporting Awards of Honorable Service to the following members:

	<i>Type of Retirement</i>	<i>Years of Service</i>	<i>Retirement Date</i>
Firefighter Dale N. Scott	Service	30	Oct. 29, 2005
Fire Safety Inspector Diana Shortall	Service	21	Oct. 15, 2005

Chief Hayes-White congratulated retired members Firefighter Dale Scott and Fire Safety Inspector Diana Shortall, and presented them their Retirement Certificates. She recalled highlights of their careers, their assignments over the years, and their special contributions.



Firefighter Scott related his experiences at Station 25, when he first started his career, and recalled Charlie Passanissi and his first fire. Inspector Shortall was grateful for the opportunity of being able to work with the people of the City, for learning and for meeting many wonderful people.

#### **PUBLIC COMMENT**

*John Darmanin* congratulated both retirees and noted that he had the pleasure of working with Inspector Shortall, whose expertise was in daycare and family centers. He considered her to be a good example of how well civilian inspectors integrated with uniformed Inspectors in the Bureau of Fire Prevention.

#### **5.B. Chief of Department's Report [Discussion]**

Report from Chief of Department Joanne Hayes-White on current issues, including discussion of the current budget, updates on Divisions within the Department, including Operations, EMS Reconfiguration and the status of the Promotional Process

Joanne Hayes-White, Chief of the Department, congratulated Commissioner Conroy on his recent reappointment to the Commission and noted that both she and the Department are pleased to be working with him for another four years.

EMS Reconfiguration – The Department plans to hire 24 Paramedics on February 15<sup>th</sup> but there may be a possible delay due to an appeal filed by Local 790. The Department is working with the City Attorney's Office and the Department of Human Resources to resolve it and will appear before the Civil Service Commission on February 6<sup>th</sup>.

Administrative Changes and Appointments – The Department considers the EMS Reconfiguration to be the most important project at this time, and to this end, she has assigned Glenn Ortiz-Schuldt full-time to the project to provide oversight through its implementation. She has appointed Pete Howes as the new EMS Division Chief and is looking forward to his contribution.

Chief Hayes-White announced that (1) H33 Paramedic Captain Eric Storie will now be the Captain at the Emergency Communications Department; (2) Captain David Franklin will now be overseeing Special Operations; and (3) Lieutenant Joe Driscoll, previously a Training Officer, will assume Captain Franklin's former position of In-Service Training Captain and be responsible for all In-Service training.

UASI (Urban Area Security Initiative) Grants – Chief Hayes-White explained that these are federally funded grants specifically earmarked for Homeland Security and intended to prevent acts of terrorism or for being prepared for potential acts of terrorism. Since 2003, each city had separately requested funding, but as of 2006 the Homeland Security Department has asked for a regional approach for distributing the grants. San Francisco, Oakland and San Jose, in addition to nine smaller jurisdictions, will be jointly requesting grant funding. This approach will require all jurisdictions to work together to develop a plan, and submit it by February 24<sup>th</sup> for review by the State; then the application will be forwarded to Washington, D.C., no later than March 2, 2006.

Promotional Process – A meeting is scheduled with the numerous representatives from Department of Human Resources on the promotional process. Currently, the certification rule is in litigation before the California Supreme Court. The Department is frustrated because no promotional examinations have been held in a long period of time and is considering various options and creative solutions.

1906 Earthquake Centennial Celebration – The work is underway to plan for the Centennial Celebration. Chief Hayes-White acknowledged the diligent work and enthusiasm of the SFFD Historical Society and will be announcing shortly a Centennial Celebration Committee chaired by Captain James Lee. The 1906 Earthquake and Fire Exposition will be held April 15, 16, 17, 2006 and will commemorate the centennial anniversary of the Great Disaster and celebrate the role the Fire Department has played in the protection of the City and citizens for over 150 years. There will be a parade, many exhibits, entertainment, and a Fireman's Ball. Funding has been generously provided by Wells Fargo and See's Candy.

Furthermore, Chief Siragusa, Director, Division of Training, will be hosting the showing of a film titled *Cartography of Ashes* at the Training Facility on 19<sup>th</sup> Folsom on April 21<sup>st</sup>, which provides a historical perspective into 1906, with the training tower as a backdrop.

In closing, Chief Hayes-White noted that she had attended an excellent exhibit titled *1906 Earthquake Survivor Portfolio*, which chronicled through photographs as well as portraits the destruction and aftermath of the earthquake. The exhibit is free and located on the second floor of the old J.C. Penney building at 5<sup>th</sup> and Market.

Commissioner Nakajo congratulated those receiving promotions. He wished to know if the investigation into the allegations brought against the Director of Training and the Training Captain was resolved; he was aware of a new class starting soon. He believed it would be detrimental to everyone concerned to have the allegations unresolved. Chief Hayes-White responded that because of the serious nature of the allegations, the Department of Human Resources is performing the investigation. She will inquire of any progress and provide an update.

Commissioner Lau asked for Chief Hayes-White to elaborate on the upcoming meeting with the Department of Human Resources regarding the promotional process. Chief Hayes-White responded that the goal of the meeting is to re-emphasize the importance of promotional examinations and to try to develop some creative ways to make the promotional process into a provisional process without having the certification rule, perhaps utilizing secondary criteria in such a way as to be able to make provisional appointments.

Commissioner Makras wished to know more about secondary criteria and how it is used. Chief Hayes-White responded that as part of the provisional process, secondary criteria is used in the job description when announcing provisional appointments. After minimum requirements, such as not being on probation, secondary criteria is used for selection. The type of secondary criteria the Department usually considers is (1) experience in the Department; (2) education, that is, higher education and any degree; (3) State Fire Marshall courses; (4) lack of disciplinary actions; (5) activity within the Department, that is, service on committees; (6) meritorious awards; and (7) community service.

Commissioner Conroy wished to know if Chief Hayes-White assigned different values to various secondary criteria. Chief Hayes-White responded in the negative. Commissioner Conroy wished to know if she plans to discuss only the promotional process at the upcoming meeting with the Department Human Resources or additional Civil Service issues. Chief Hayes-White responded that the bulk of the meeting will center on the promotional process, with possible discussion on the H2 list which had been extended a number of times. The Department needs to extend that list again because there are no funds available in the next 12 months to hold an entry level test.



In closing, Commissioner Conroy agreed with Commissioner Nakajo's concerns that the investigation related to the Division of Training must be expedited and concluded as speedily as possible.

#### REPORT FROM ADMINISTRATION

Gary Massetani, Deputy Chief, Administration, reported on the following:

(1) The Department's spending is on track and it will be within budgeted expenditures. Revenues are on target and the Bureau of Fire Prevention continues to forecast \$500,000 over projected revenues. Budget instructions have been issued for the FY 2006-07 and Department's have been asked to absorb one half of the employee contribution into the pension system.

The Mayor's office has asked the Department to absorb the cost of implementing Proposition E, with a cost between \$4 to \$6 million. The Department feels strongly that it will not be able to do this but continues to work with the Mayor's Budget Office on the issue.

By February 21<sup>st</sup>, the Department must submit the FY 2006-07 budget to the Controller and by June 1<sup>st</sup> to the Mayor. The month of June will difficult with a number of appearances before the Finance Committee, chaired by Supervisor Daly.

(2) The Division of Training has developed the new H3 training curriculum, which consists of four weeks of class room training and three weeks of training evaluation in the field. Concurrently, the Division of Training is conducting six-month probation examinations for the 110<sup>th</sup> Academy class whereby members are tested on all evolutions, that is, everything they had learned in the Academy and in the field, including pump operations and laddering.

In addition, the Division of Training is working with local agencies to develop a unified Incident Command System (ICS) training course to train approximately 400 police, sheriff and fire personnel.

The Division of Training has undergone facility improvements and received a new trailer, which will be used for additional training at Folsom and 19<sup>th</sup> Street.

EVOC (Emergency Vehicle Operations Course) training will take place in Sacramento in July 2006. The Department has enrolled 10 members at a cost of \$20,000, in a "train the trainer" type course. The EVOC training will then be expanded to include all members and should be completed by early October. The course emphasizes defensive driving techniques and will cover skid pad work with large apparatus and some basic off-road techniques.

(3) The Planning and Research Division, consisting of Management Information Systems and the Assignment Office, is working on an update of PeopleSoft records management system. The updated system will be more efficient and cost effective.

(4) A high-pressure water leak occurred at the corner of Mission and Fremont streets on Wednesday, January 25<sup>th</sup>. Chief Massetani acknowledged the work of Assistant Deputy Chief Lorrie Kalos, Support Services, and her crew for handling the work competently and without any flooding in retail businesses. The system was shut down between 3:00 AM and 8:00 AM, with all hydrants back in service by 6:00 PM.

The Department has begun a six-month pilot program using bio-diesel as an alternate fuel for diesel-powered vehicles. The program could prove that bio-diesel is more cost effective and should have cleaner emissions. At the end of six months, the Department will be able to draw

some conclusions from the pilot program and will prepare a report. A presentation in March will inform the Commission about the pilot program.

(5) The Division of Human Resources, in conjunction with the EMS Reconfiguration staff, is on schedule in developing and is administering the H3 and EMT (transport tier) examinations.

(6) EMS Performance Management Unit is involved in the development of the new Electronic Patient Charting System (EPCS) and continues to work with Medibanc. Captain David Anderson has been named project manager and the full system, which includes patient billing, has an 18 month implementation schedule.

(7) The Physician's Office reported for the month of November 18 injuries, 9 with lost time and 9 without. In December there were 25 injuries, 15 with lost time and 10 without.

The rate of members on disability leave stands at 56 for December 2006 and was 64 for December 2005, a decrease of 14%. In January 2006, there were 51 members on disability as compared to January 2005 with 57, a decrease of 11.75%.

(8) The Investigative Services Bureau has been conducting random alcohol and drug testing since September 2005. To date, 132 individuals were tested, with 131 negative outcomes and one positive. To date, 119 male firefighters and 13 female firefighters have been tested, and 124 field personnel and seven 40-hour week personnel.

Discussion ensued with Commissioners asking questions and Chief Hayes-White, Chief Massetani and staff responding.

Commissioner Nakajo wished to know if he had correctly that the Mayor's Office wanted the Department to absorb the costs involved with Proposition F. Chief Massetani responded that in the first correspondence from the Mayor's Office, it asked how the Department could fund this. He noted that the Department had cut \$15 million from its budget over the last two years and he could not envision how the Department could absorb another \$4 to \$6 million of Proposition F costs in the next fiscal year.

Commissioner Nakajo further inquired why the spread was so great between \$4 and \$6 million and what would be the total cost of the Proposition F implementation. Chief Massetani responded that the higher number includes overtime, especially if the Department is unable to fully implement the EMS reconfiguration. Chief Hayes-White added that she is emphatic that the Department will not be able to fund Proposition F. She noted that a great deal depends on the implementation of the EMS reconfiguration. Overtime could be minimized if another class of 24 H3 level 2s could be started in April, in addition to the one that will soon be ready for the field. Chief Hayes-White stated that the Department had been a team player the previous years and was able to make cuts but this time there is nothing more to cut.

Commissioner Lau asked for a clarification of what classification the 24 individuals were that the Chief planned to hire. Chief Hayes-White responded that at this time the Department will be hiring 24, H3 level 2, Paramedic/Firefighters for which there is funding. The Department will request hiring 24 more H3, level 2, licensed paramedics, in April, but there is no funding for it. The Chief believes that this group would be finished with training by the end of the fiscal year and this should help mitigate the overtime. The Department plans to hire a third class of H3 level 2 paramedics and a class of H3 level 1 EMTs in the next fiscal year.

Commissioner Clarke asked if the Department would present contingency plans as part of the regular FY 2006-07 budget presentation. Chief Massetani responded that the Department will



provide some options to the Commission but at this time they are not developed yet since the Mayor's Office has not provided much guidance beyond that it wants more stringent cuts.

Commissioner Makras declared that he was not offended by the Mayor Office's request for the Department to absorb the costs of Proposition F - to whom else could the Mayor address this request? It is preferable that the request came to the Department and it should be the Department's responsibility to figure it. He believed that the Department needed to clarify its position, especially when it came to the gap between \$4 and \$6 million. A program needs to be developed that delineates what the cheapest way of implementing Prop F would be.

Commissioner Makras stated that he heard in this evening's reports savings of \$1 million presented, namely, savings in Workers' Comp and higher revenues in Fire Prevention. He suggested that these savings be subtracted from the \$4million. If further savings can be found, they should also be used to reduce the \$4million. If no further savings can be found, the Department should acknowledge that it can not absorb the remaining \$3 million, then define the shortfall and speak to it when it faces the Mayor and the Board.

Commissioner Conroy was in agreement with Commissioner Makras, considering it a matter of communicating specifically how far the Department can go in absorbing Prop F costs and how that could be done. However, Commissioner Conroy considered that the Department budget had already been cut to the bone, and as a desperate measure to cut further, it had resorted to brown-outs as a means of keeping within the budget. He could not visualize where the Department could make further cuts in its operating budget. Commissioner Conroy agreed with the statement of others who said that Prop F was a mandate from the people and it was not incumbent on the Department to make cuts to services elsewhere in its budget in order to implement Prop F.

#### PUBLIC COMMENT

Frank Kelly, Secretary, San Francisco Firefighters Local 798, wished to address the promotional process. He noted that both the President and Vice President of Local 798 have stood before the Commission to discuss this issue. Local 798 is willing to sit down with the Chief and the Commission at any time for further discussions. The union has been pursuing this issue for over six years and it has been a difficult battle. Mr. Kelly believed that after reviewing the Appellate Court decision, the indication was that the union was in a strong position.

Mr. Kelly pointed out that the Department of Public Works finds itself in the same position as the Fire Department as it concerns the Laborers' entrance examination. Phil Ginsberg, Director of Human Resources Department (DHR), stated before the Board of Supervisors Budget and Finance Committee that the issues were the same as those faced by the Fire Department in promotional examinations.

In closing, Mr. Kelly declared that Local 798 would not wish to circumvent the promotional process. Furthermore, even though provisional testing had been tried once in the Department, Andrea Gourdine, prior Director of DHR, found them to be illegal and Local 798 does not endorse the process.

President Conroy directed that the report be accepted and incorporated in the minutes of today's meeting.

### **5.C. Election of Officers of the Fire Commission [Action]**

Nomination and election for the office of President and Vice President of the Commission.

Commissioner Conroy called for the nomination for President of the Commission. Commissioner Makras nominated Paul Conroy for President and Commissioner Clarke seconded. The motion was unanimously approved. President Conroy thanked the Commissioners for their trust and confidence in him.

Commissioner Conroy called for the nomination for Vice President of the Commission. Commissioner Lau nominated Commissioner Nakajo and Commissioner Clarke seconded. The motion was unanimously approved. Commissioner Nakajo thanked the Commissioners and acknowledged them and President Conroy for their work. He was grateful for the continuity of the Fire Commission, so that the Commissioners will have the opportunity to achieve the goals of the Commission.

### **5.D. 1906 Earthquake Centennial Celebration and Report from SFFD Historical Society [Discussion]**

Update by SFFD Historical Society on plans and activities for the 1906 Earthquake Centennial Celebration and report from SFFD Historical Society on the organization's status and activities

Prior to presenting his report, Paul Barry, President, SFFD Historical Society, wished to acknowledge the presence of his fellow Board of Directors' members Jack McKloskey, James Green, Al Sassus and Michael Braun, and committee member Jack Neelan.

Mr. Barry stated that progress on the 1906 Earthquake and Fire Exposition is rapidly gaining ground. There are commitments from steam-powered fire engines from Eureka to Los Angeles, and even an old water tower, formerly belonging to SFFD but now in private hands. The steamers will be horse-drawn as well as the water tower. The horses are coming from Central California, with temporary stables for the horses, and the SFPD Mounted Unit assisting with the event.

The California Firemen's Muster Association, which is responsible for the muster event, is receiving overwhelming interest and applications from muster teams and apparatus owners, throughout the United States.

Mr. Barry was happy to announce that Wells Fargo Bank has joined See's Candy as a title sponsor of the event and further fundraising has provided several smaller sponsors. City agencies, civic groups, and commercial businesses are registering daily for earth quake preparedness and safety displays. Furthermore, the board of Supervisors has passed a resolution declaring the 1906 Expo an official civic site. He noted that only 83 days remain until the historic event, with final details still outstanding of the Firefighters Ball and other sub-events.

The 1906 Expo websites have been changing weekly with updates of event progress. A media campaign will be launched shortly to gain national attention. AAA magazine and *Via* will be highlighting this event in upcoming issues, as well as a feature article in the *The Mainline*, Local 798's magazine. Mr. Barry stated that as the event approaches, he will provide more details and keep the Commission current about the event.

Mr. Barry stated that the Historical Society's energy is focused at the moment on the 1906 Expo, however, there have been some accomplishments. All items on display in the Fire Museum have been inventoried but it is only a partial inventory. A large portion of museum



artifacts has been received from the former St. Francis Hook and Ladder Society. The remainder of the artifacts in storage under the care of the Hook and Ladder Society will be secured early in February. The repairs to museum apparatus have been on hold pending release of funding and may not be complete due to time constraints but the apparatus will still be impressive when displayed. He asked for Captain James Lee to further elaborate on the event.

Chief Hayes-White thanked Mr. Barry for his report and acknowledged the tremendous work of the recently formed SFFD Historical Society and thanked them for their enthusiasm. She introduced Captain James Lee whom she has named as Chair of the Centennial Commemoration and Celebration Committee and thanked him for his efforts so far.

Mr. Lee wished to thank Paul Barry who was so instrumental in the resurrection of the SFFD Historical Society. He displayed a picture of the website and provided its address: [www.1906expo.com](http://www.1906expo.com), noting that it is very comprehensive. Mr. Lee described the event as an attempt to present how San Francisco was in 1906 and how San Francisco is in 2006, including various City departments and corporations, and how they evolved to present day. There will be a major emphasis on preparation and preparedness for future disasters, including participation by OES (Office of Emergency Services), NERT, PG&E and other companies.

Mr. Lee related that there will be free entertainment for the enjoyment of the citizens of and visitors to San Francisco. 200,000-plus square feet of space have been allocated for exhibits plus the Giants parking lot A, and horse stables are being built. Mr. Lee invited everyone to join in, support the event and enjoy themselves.

Commissioner Lau believed that it was an appropriate time to hand over to the SFFD Historical Society a check for \$75,000 from the Willmann Trust for the restoration of the apparatus and refurbishment of the artifacts.

Commissioner Conroy thanked Commissioner Lau for his work and Commission Secretary Tania Bauer who worked with the Controllers' Office to expedite the funding. He stated that this money is given in trust to the Historical Society and the Commission wishes to have full documentation of all of the great work that the Society is going to do with the money. Chief Hayes-White also thanked Commissioner Lau and Secretary Bauer for being able to expedite the funds in such a timely manner.

Commissioner Conroy wished to bring another item to the attention of the Historical Society, namely, a whistle blower complaint regarding allegedly missing items from the Fire Museum. The complaint was filed long before the SFFD Historical Society was placed in charge of the museum. Commissioner Conroy noted that he was delighted when the Controller decided to undertake an audit of the Fire Museum since the Commission wanted a good accounting of where all the historic artifacts are. He understood that the Controller had also sent a letter to the Historical Society regarding this matter and hoped that they will provide the necessary information. He wondered if Mr. Barry could provide an update on the matter.

Mr. Barry responded that at this time all the artifacts have not yet been received from the Hook and Ladder Society and many are still in storage. Due to the event and time constraints, the Historical Society will not be able to start on a complete inventory before May, even though all the large pieces have been inventoried. Mr. Barry was confident that with help of the Directors and volunteers, the project will be quickly completed. At that time, the inventory will be compared to existing records, questions answered and conclusions drawn.

Commissioner Conroy wished to know if the items in storage could potentially be used in the 1906 Expo. Mr. Barry responded that there is a sufficient number of artifacts and photographs to make an impressive display.

Commissioner Conroy wished to know on which pieces of apparatus will the volunteers from the Historical Society be able to work on with the money received from the Willmann Trust. Mr. Barry responded that they will be working on about 12 apparatus and they will start this coming Saturday. Commissioner Conroy was pleased to see how well things were moving along.

#### **PUBLIC COMMENT**

*Jack McKloskey* spoke of a feat that the newly formed SFFD Historical Society was able to accomplish swiftly that had been tried for many years before. He referred to the plaques that are affixed to firehouses where there had been line of duty deaths. Mr. McKloskey stated that the worst day in the history of the Department had been July 30<sup>th</sup>, 1946, when four firefighters had died in the Garden Hotel fire. The previous owners were leery of the plaque and did not wish to put it up. Fortunately, the hotel has changed hands and the new owners have agreed for the plaque to be placed commemorating the firefighters' (Rescue 1) heroic death. The plaque will be produced and affixed by San Francisco Firefighters Local 798.

#### **6. ADJOURNMENT**

There being no further business to come before the Commission, the meeting was adjourned at 8:20 p.m.

Tania Bauer  
Secretary





January 18, 2006

Dear Honorable Commission President and Members of the Commission:

Last month, I issued budget instructions to departments for fiscal year 2006-07. While the City's financial outlook is improved as compared to recent years, we are once again facing a significant budget deficit. We must approach this challenge with both compassion and common sense.

Currently, we face a projected \$80 million General Fund shortfall. This may sound like a welcome number as compared to the \$299 million shortfall in '03-04 or the \$102 million shortfall that we successfully closed to balance this year's budget, but in truth, several unprecedented factors will make this a particularly challenging year.

First, the fact that we are now in the fifth consecutive year of budget cutting means that much of the low-hanging fruit has already been picked. We must be bolder and more creative in developing solutions.

Second, nearly all of the City's 48 labor agreements are open for negotiation, creating a great deal of uncertainty in our planning for next year's budget. The current \$80 million shortfall assumes that no wage increases will be provided in 2006-07. To the extent that this assumption fails to hold, the cost of providing raises to City employees will have to be funded through additional reductions.

Third, the Charter requires us to make deposits to the Rainy Day Fund for the first time this year. In combination with other spending mandates, this means that for each \$1 of additional revenue growth the City experiences this year, only 9¢ will be available to help address next year's structural deficit.

What's more, in 2006-07, the City is scheduled to resume pick-up of the cost of the employee contribution to pensions on behalf of most of its employees, making good on prior year agreements under which City workers agreed to pick up all or a portion of the total contribution toward their retirement pensions.

Given the tremendous challenges we face, the budget process must be guided by a sense of accountability to the taxpayers and by our commitment to upholding our City's tradition of social justice and generosity towards those in need.

I have asked my department heads, as I am now asking you, to forward me budgets that comply with these instructions in a way that demonstrates both compassion and common sense.

I welcome your input and look forward to working with you to develop a spending plan for next year that balances our obligation to safeguard the City's financial stability with our vow to preserve the core values that define San Francisco.



Sincerely,

A handwritten signature in black ink, consisting of a stylized "G" followed by a horizontal line and a small "N" at the end.

Gavin Newsom  
Mayor



# NATIONAL YOUTH LEADERSHIP FORUM

January 2006

Fire Chief Joanne Hayes-White  
San Francisco Fire Department  
Chief's Office  
698 Second Street  
San Francisco, CA 94107-2015

Dear Chief Hayes-White:

On behalf of the participants of the 2005 National Youth Leadership Forum on Medicine (NYLF/MED) in San Francisco, I would like to thank you for supporting our program. Our students had a wonderful time visiting Station 13 and they returned to their classrooms elated about the different knowledge and experiences they encountered. The visit to Station 13 provided our students with an opportunity to interact with various professionals and they really appreciated everyone's thoughtful, direct, and articulate responses to their questions.

We believe in the importance of our young men and women interacting with, and learning from, individuals who not only excel in their professional fields, but who are also committed to educating and inspiring others. The students came away from the experience with a wealth of information. Having the opportunity to visit Station 13 was truly an occasion they will long remember. The insights provided during the experience will assist them in their personal lives, as well as help them plan their careers in medicine.

As evidence of the great and positive impact everyone had on our students, I have included some words of appreciation written by some of our young leaders. I hope you enjoy them.

NYLF/MED strives to achieve a program equivalent with the caliber of our students: a program of quality and excellence. We value your contribution to this effort. I truly cannot thank you enough for helping me to expose the NYLF/MED students to an opportunity of a lifetime. You are truly an inspiration!

Thank you again for your support!

Fondly,

Sandy Yuen, Program Director  
NYLF/MED - San Francisco  
1234A Broadway  
San Francisco, CA 94109  
Phone: 415-292-9717  
Fax: 415-292-9871  
Cell: 415-850-8805  
Email: syuen@nylf.org  
Web: www.nylf.org

*Hi Chief Hayes-White!  
Thank you for your note!  
I wanted to give you more feedback  
from our students --- I hope you  
enjoy their comments! Thank  
you again for your support!  
Take care,  
Sandy*

*File  
24  
01/11/06*

*Dennis R. Burke*  
461 Roberts Road, Pacifica, California  
94044-3248  
(650) 359-6096

January 9, 2006

Chief Joanne M. Hayes-White  
San Francisco Fire Department  
698 2<sup>nd</sup> Street  
San Francisco, California  
94107

Dear Chief Hayes-White

Thank you for accepting our invitation to be the guest speaker at the International Association of Police Officers Sunday Brunch, on January 8<sup>th</sup>, 2006, at the Irish Culture Center, located across from the San Francisco Zoo, Sloat at 2700 45<sup>th</sup> Avenue, San Francisco.

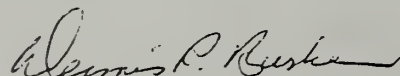
The International Association of Police Officers is a fraternal organization that is dedicated "to unite in service and friendship all active and retired members of the law enforcement throughout the world", and your presentation fostered a better understanding of our relationship as partners in public service. I know our members appreciated you taking time to come to our meeting.

I hope that your sons enjoyed seeing you in your official role, plus having brunch with the "older" generation. These young "men" will be our future leaders.

One of our members brought her 6 year old granddaughter and she said that she enjoyed seeing you and hearing about the fire department. She, also, will be a future leader of tomorrow, and saw a great role model.

Again, thank you for accepting our invitation to be our guest speaker. Jim Dowd is one of our more active member and has been assisting me in obtaining excellent speakers. Feel free to join us anytime. Next month we are having Don Horsley, Sheriff of San Mateo as our speaker.

Sincerely,



Dennis R. Burke  
Program Chairman  
IPA Region 9

REC'D - S.I.F.D.  
06 JAN 11 AM 11:53  
OFFICE OF CHIEF



226 Desmond Street  
San Francisco, CA 94134  
December 30, 2005

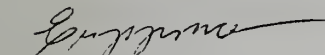
Joanne Hayes-White  
Chief, SFFD  
698 2<sup>nd</sup> Street,  
San Francisco, CA 94107

Dear Madam:

I just want to acknowledge the quick respond to the emergency call by the San Francisco Fire Department and to thank especially those firefighters who came to help put off the fire at 226 Desmond Street, (Visitacion Valley), yesterday afternoon. It was really a great effort to save lives and properties.

More power to your department!!!

With great appreciation and thanks!

  
Emmie Ponce  
Resident  
(415)334-7720

REC'D - S.F.F.D.  
05 JAN - 3 PM 1:57  
OFFICE OF CHIEF

File  
01/04/06

**M. L. LAMBERT**

585 Junipero Serra Blvd.; San Francisco, CA 94127

Phone: 415-584-1858

December 27, 2005

Mayor Gavin Newsom  
City of San Francisco  
City Hall, Civic Center Plaza  
San Francisco, CA 94102

Would you like to hear some good news?

Based upon our personal experience in a medical emergency on Friday evening, December 23, 2005, San Francisco's 911 Emergency Response System is working well! My wife and I give it a rating of Two Thumbs Up! The 911 personnel, including the telephone operator, the 3 fire department responders, and the 2 paramedics all acted in a P-C-E manner. Promptly. Courteously. Efficiently.

My wife experienced a stroke about 8:30 pm on Friday December 23 in our home in the Ingleside Terraces neighborhood. After my own layman's diagnosis, I called 911 Service at about 9:00 pm. Although the telephone operator put me on hold for about a minute, she remained with me for 3-4 minutes during the remainder of the call to gather the information and to dispatch the ambulance. I was impressed when she told me near the end of the call that the fire department and ambulance were rolling. Both the fire truck and the ambulance arrived within 8-10 minutes from the start of the call. The ambulance, and perhaps the fire truck, had been dispatched from the Fire Station at Ocean Ave. and Phelan. Upon arrival, the 911 personnel took charge in a professional manner. Scott and Nicki are two of the names we remember.

Fortunately for us, my wife also received prompt and professional care at the California Pacific Medical Center that evening. We later learned that prompt medical care is a crucial factor for stroke patients. The quick response of the 911 crew contributed to my wife's quick recovery from the initial stroke symptoms. She is back at home now and is not suffering any enduring physical impairments.

Please pass on our gratitude to the 911 team on duty that night!

*Mike Lambert*  
*Norita Lambert*

Copy to:

Chris Cunnie, Director - Emergency Communications Dept.

Sean Elsbernd, S.F. Board of Supervisors

→ Joanne Hayes White, Chief - SFFD

REC'D - S.F.F.D.  
05 DEC 29 AM 11:36  
OFFICE OF CHIEF

December 26, 2005

Chief Joanne Hayes-White  
San Francisco Fire Department  
698 2<sup>nd</sup> Street  
San Francisco, CA 94107-2015

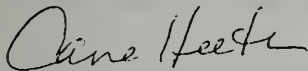
Dear Chief White,

I recently completed the San Francisco Fire Department's excellent Neighborhood Emergency Response Training at Stern Grove. The six courses were highly informative and very well presented. I feel much better informed about preparing for and responding to earthquakes and other potential disasters. Though I hope "the big one" never happens, if it does I will be there to work with local District 8 NERTs to do what we can to help.

I also just read the book, San Francisco is Burning, about the 1906 earthquake and fire. Thank you in advance for helping to avoid the big mistakes made by General Funston described in that book such as declaring martial law, ordering that looters be shot on sight, and starting rather than putting out fires with gunpowder.

Again, my compliments the SF Fire Department NERT trainers for this innovative community program.

Sincerely,



Carrie Heeter  
2467 Funston Avenue  
San Francisco, CA 94116

REC'D - S.F.F.D.  
05 DEC 29 AM 11:37  
OFFICE OF CHIEF

12/29/05



REAL ESTATE

1801 LOMBARD STREET  
SAN FRANCISCO, CA 94123  
(415) 447-8800 BUS  
(415) 447-8884 FAX

December 22, 2005

Chief Joanne Hayes-White  
698 2<sup>nd</sup> St.  
San Francisco, CA 94107

Dear Chief Hayes-White:

On December 6<sup>th</sup>, Lt. Erica Arteseros, NERT Coordinator, spoke at my office with an attendance of about 25 people. Her presentation was excellent and thorough, as evidenced by the feedback I received from everyone there. She inspired the manager of our office to create a stocked emergency resource cabinet for about 20 people, to be used in the case of a catastrophe. Two people in attendance have signed up for the NERT training classes. Everyone there learned quite a lot about surviving an earthquake.

Lt. Arteseros is a natural speaker and obviously knows what she's talking about. I highly recommend her as a spokesperson for NERT, as she represents this program well. I am very impressed with the NERT program and will be glad to inform people of its existence in the future.

Thanks for your time!

Jann Van Heuver  
Coldwell Banker

Cc: Fire Commission

REC'D - S.F.F.D.  
05 DEC 29 PM 2:25  
OFFICE OF CHIEF



Evvy Pearce  
1777 Pine St #402  
San Francisco, CA 94109

December 21, 2005

Chief Joanne Hayes-White  
698 2<sup>nd</sup> St  
San Francisco, CA 94107-2015

Dear Mayor Newsom:

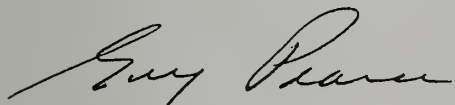
This letter is to inform you that I believe the San Francisco Fire Dept N.E.R.T. program is important to the City and should be attended by as many people as possible and supported by all City departments.

It is obvious we are not prepared for a major earthquake or other catastrophic event, and any training we can get will better prepare us.

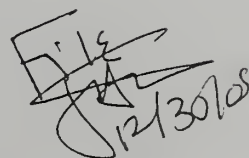
I have just graduated from the course, and feel much more confident I can take care of myself, and, hopefully be of assistance to others should the need arise.

Please support the program in any way you can.

Sincerely,

  
Evvy Pearce

REC'D - S.F.F.D.  
05 DEC 29 PM 2:26  
OFFICE OF CHIEF





MAYOR GAVIN NEWSOM

December 20, 2005

Ms. Doris Grimley  
2557 21<sup>st</sup> Avenue  
San Francisco, CA 94116

Dear Doris:

Many thanks for your note. I was glad to hear that you found the N.E.R.T. course informative and helpful. I will pass along your kind words to Chief Hayes-White.

All the best,

Gavin Newsom

Cc: Chief Hayes-White

REC'D - S.F.P.D.  
05 DEC 22 PM 4:11  
OFFICE OF CHIEF

Handwritten initials and a date stamp "12/20/05" in the bottom right corner.

U.S. Department of  
Homeland Security

United States  
Coast Guard



Commander  
U. S. Coast Guard  
Sector San Francisco

Yerba Buena Island  
San Francisco, CA 94130-9309  
Phone: (415) 399-3415  
FAX (415) 399-3451

16670

06/0630

December 20, 2005

Chief Joanne Hayes-White  
San Francisco Fire Department  
698 Second Street  
San Francisco, CA 95107-2015

Dear Chief Hayes-White:

Please pass along my sincere appreciation to your crew and Fireboat for their assistance on Wednesday, December 14<sup>th</sup>, when our newest 87' Patrol Boat, CGC PIKE, arrived on her maiden voyage to San Francisco from being built in Lockport, Louisiana.

Lieutenants Seth Rubenstein and Kyle Merkins were extremely helpful in getting approval for the Fireboat escort despite the short notice. Upon CGC PIKE's arrival to the Golden Gate Bridge, the San Francisco Fireboat conducted an escort with the fire monitors lit to Yerba Buena Island, where the crewmembers' families were anxiously awaiting their return. The Fireboat's participation in this event ultimately made CGC PIKE's arrival to San Francisco a memorable occasion for all.

Once again, I extend my thanks to you and your crew. Their performance is representative of the cooperative support and "partnership to protect" we continually receive from the San Francisco Fire Department.

Sincerely,

A handwritten signature in black ink, appearing to read "W. J. Uberti".

William J. Uberti  
Captain, U.S. Coast Guard  
Commander, Sector San Francisco

RECD 5111L  
06 JAN -3 PM 1:49  
OFFICE OF CHIEF

Handwritten initials "F. J. A." and the date "1/04/06" in black ink.

511 Laguna Honda Blvd.  
San Francisco, CA 94127  
December 18, 2005

Chief Joanne Hayes-White  
698 - 2<sup>nd</sup> Street  
San Francisco, CA 94107-2015

Dear Chief Hayes-White:

We know that you are concerned with the safety of San Francisco citizens, or you would not be in your chosen profession.

We have just finished a 6-week NERT course, and we feel confident that, should we survive a major disaster, we will be better able to take care of ourselves, and not be a drain on scarce city resources. We will also be able to help others who were not as fortunate as we. From this course, we realize that we may not be able to depend on outside help, such as police, fire etc.

We believe the more people who take this training, the better able we will all be to help out in a citywide, state, or national disaster. We trust that you will support adequate funding for the NERT program.

Sincerely,

*Robert J. Scholten*

Robert J. Scholten

*Dorothy M. Scholten*

Dorothy M. Scholten

REC'D - S.F. PD  
05 DEC 20 PM 3:43  
OFFICE OF CHIEF  
12/30/05



Michael Schaffer  
151 Day Street  
San Francisco, CA 94131  
(415) 824-3133

Chief Joanne Hayes-White  
698 2<sup>nd</sup> Street  
San Francisco, CA 94107-2015

December 17, 2005

Dear Chief Hayes-White:

I'm writing this short note to express my support for the Neighborhood Emergency Response Team (N.E.R.T.) program, and the training delivered by your SFFD. I have just spent the last three weekends receiving a total of 18 hours of training from your Fire Department - training that I hope I never have to use, but that could potentially save my life, the lives of my family, and those of my fellow San Franciscans.

It became clear in the aftermath of Hurricane Katrina that the state, local and federal emergency response may be insufficient in the face of a large-scale disaster. Advance training and planning is especially critical here in earthquake country, where disaster could strike with no warning. The NERT program provides the information we need to plan in advance for a disaster, and how to react after that disaster hits.

The NERT program has made it clear that we, the citizens of San Francisco, have an important role to play in the aftermath of a serious disaster; no matter how many firefighters and police we have, a large disaster could easily overwhelm the "professional" responders.

Please do what you can to see that this program is fully funded, and continues to provide training and support to the citizens of this fine city. When disaster happens, I'd love the media to tell the world how this city came together to help one another, provide care and support, and minimize the traumatic effects of the disaster. We have the opportunity to be a model city, and NERT training is a critical aspect of that possibility.

Thank you,



Michael Schaffer

REC'D  
05 DEC 20 PM 3:20  
OFFICE OF CHIEF  
*[Handwritten signature]*  
12/30/05

868 Valencia Street  
28-B  
San Francisco, CA 94110-1739

December 12, 2005

Mayor Gavin Newsom  
City Hall, Room 200  
1 Dr. Carlton B. Goodlett Place  
San Francisco, CA 94102

ALDO S. L. L.  
05 DEC 14 AM 11:37  
OFFICE OF CHIEF

Subject: Fire Department Commendation

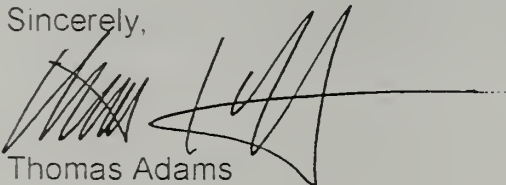
Dear Mayor Newsom:

Today my building experienced a fire during which an apartment was seriously damaged.

I wanted to let you know personally how polite and professional the Fire Fighters were. All the Fire Fighters worked quickly and efficiently with relatively little damage resulting. Even where the Fighters forced entry they worked hard to minimize damage. In short, they were amazing.

Thank you for your attention in this matter.

Sincerely,

  
Thomas Adams

**RECEIVED**  
DEC 13 2005  
Mayor's Office  
Forward to S F E D  
By TC

*File*  
*GA*  
*12/11*

Betty M. Aten  
1315 Palm St.  
San Luis Obispo, CA 93401  
805.784.9401  
betty@slorevo.com

December 4, 2005

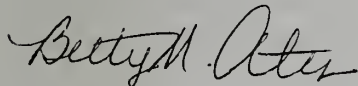
Dear Chief Hayes-White,

I want to add my personal thanks in addition to the letter of appreciation you already received from Christina Clarke on behalf of the 1335 Filbert Street Homeowner's Association. I am the owner of the unit that had to be broken into due to a building plumbing emergency. Neither my tenant nor I could be reached the day of the incident.

Upon returning to the apartment, my tenant confirmed everything that Chris had described to me -- that there was no damage to the apartment other than the one window pane broken in order to gain access. My tenant said she expected the worst when she heard that the fire department had to break in, but was relieved and delighted to find everything in order. She is grateful that her personal items were not damaged and I am grateful that the apartment wasn't damaged.

Everyone involved that day is to be commended for service above and beyond expectations. Please pass along my personal thanks to those involved.

With appreciation,



Betty Aten

REC'D S.F.P.D.  
05 DEC -7 PM 5:05  
OFFICE OF CHIEF

12/28/05  
151

HOLY NAME SCHOOL

1560 - 40th Avenue • San Francisco, CA 94122

Phone: (415) 731-4077

RECEIVED

November 30, 1985 05:35 PM

SF Fire Department  
Chief Hayes-White  
698 2nd Street  
San Francisco, CA 94107

OFFICE OF CHIEF

Dear Chief Hayes-White,

Our two Kindergarten classes, plus a dozen parents and teachers, made our annual walk to the Engine Station #23 on Tuesday, November 15th.

Capt. Guitterez, and the two firefighters on duty, gave us an enthusiastic and informative presentation/demonstration. We greatly appreciate their time, patience, energy, knowledge and humor.

We were shown their turnout gear, oxygen tank and mask (and reminded that they should not hide in a fire, even though the mask is "scary looking") hose, tools and truck. Each child had a chance to spray the hose and see just how heavy the ax really is. The visit was capped off by watching one of the firefighters slide down the pole.

The Firefighters talked about what to do in case of a fire, all the safety issues, and did so with obvious "job-pride".

We want to thank you, and them, for allowing us to make this important visit each year. It is a great opportunity to reinforce safety issues with the children, and to meet some of our vital community helpers.

We hope the entire city of San Francisco realizes how lucky we are to have such a dedicated force working on our behalf. We are pleased, and relieved, to hear that funding for the Fire Department has been restored, and all stations are now open 7 days a week, 24 hours a day.

Sincerely,

Mrs. Rita Nolan  
Mrs. Judy Chiolo  
Kindergarten Teachers

cc: Mayor Gavin Newsom  
Engine Station #23

File  
12/6/85



W O O D B E R R Y   E V E N T S ,   I N C .

Chief of San Francisco Fire Department  
Joanne Hayes-White  
698 2<sup>nd</sup> Street  
San Francisco, CA 94107

Re: Woodberry Events, Inc. Fire and Emergency Plan

November 29, 2005

Dear Chief Hayes-White,

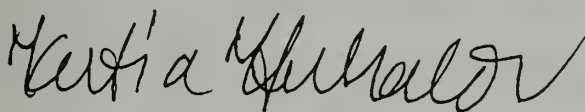
I am writing today on behalf of Woodberry Events, Inc. a mid-sized events company based in San Francisco.

We recently developed a fire safety and emergency evacuation plan for our company with the assistance of Inspector Dave Planka, and I am writing to let you know that we were very impressed with his guidance. He was extremely helpful with getting me the information I needed to draft the plan, as well as coming into our office to give a talk on fire safety within our building and in the home. His talk was very well received, and the feedback from the employees who participated was extremely positive.

Having never worked with the San Francisco Fire Department, I wanted to say thank you for the service which was provided. From my initial contact with fire house 13, on asking what I needed to do to get started, to speaking with Lieutenant O'Leary, and finally working with Inspector Planka, it was a pleasure working with your department.


I also wanted to take this opportunity to enclose a donation from Woodberry Events, Inc. to the San Francisco Fire Department as a thank you for your endless work.

Kind Regards,



Katia Huhlov  
Woodberry Events, Inc.

05 NOV 31 PM 3:55  
OFFICE OF CHIEF



Megan Furst Academy  
at Sacred St. Dominic  
2445 Pine St.  
87 CA 94115

---

children

Thank you so much for  
your support of fire safety  
prevention for our school  
children.

Thanking you,  
Si G. Wong  
Gr 2 Teacher

11/23/05

Dear Ms. Hayes-White,

This is a note  
to thank you for your  
community outreach safety  
program. Our school children  
love the program & love having  
direct contact with a fire fighter.  
They see our firemen as friendly  
helpers. I must say this program  
is informative and makes a  
great impression on the

ELIZABETH CARSON GARZA

2122 35TH AVE

SF, CA 94116

12/4/2005

SF FIRE DEPARTMENT

698 2ND ST

SF, CA 94107

ATTN: CHIEF JOANNE HAYES-WHITE

RE: FIRE PM 11-14-2005 AT 2122 35TH AVE

DEAR CHIEF HAYES-WHITE,

I AM STILL SEARCHING FOR THE RIGHT WORDS TO  
EXPRESS MY GRATITUDE TO ALL THE FIREFIGHTERS FOR  
SAVING MY HOUSE. TO ME, IT SEEMS LIKE A MIRACLE.  
I HOPE I WILL NEVER FORGET TO THANK GOD FOR OUR  
WONDERFUL BRAVE FIREFIGHTERS.

STATIONS 18, 23 AND 40 SAVED MY ATTACHED HOUSE.  
PLEASE THANK THEM FOR ME - I AM 82 - HAPPY TO BE ALIVE.

SINCERELY,

Elizabeth Carson - GARZA

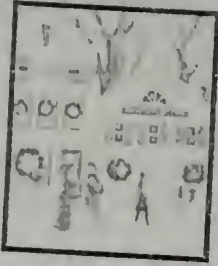
CC STA- 18, 23, 40

OFFICE OF CHIEF

DEC 6 PM 1:46

DEC 6 PM 1:46

12/15/05



12/21/05

Season's Greetings

Dear Chig.

I've completed the NERT  
training program. It was well  
organized, informative & fun.  
Hopefully, more & more  
citizens can be trained before  
the next disaster.

Happy Holidays.

Juan Collins  
93 Rockaway Ave.  
JF. 94127



My husband and I completed  
the RRT training a few weeks  
ago and I am filling spaces with  
the same experience. It was  
the instructions were thorough  
and knowledgeable. The  
exercises were well  
organized and the patients  
received our repetitive  
questions. The training  
materials are well written &  
will remain in good reference.  
Spending on practice, it will help  
by other instructions & later on  
when there are of great value in  
creating an excellent  
response to questions. The  
immediate feedback was very  
helpful. It is a great program  
helping the good work that have

FILE  
01/06/10

Dear Chief Hayes-White:

I've just completed the NERT class. Thank you very much for providing this training. I won't be helpless in the event of an emergency now and, hopefully, I will be able to help my friends and neighbors too.

Judith Glover


[sfgov](#) | [residents](#) | [business](#) | [government](#) | [visitors](#) | [online services](#) | [search](#)
[Fire Commission Home](#) >> [Meetings](#)


City and County of San Francisco  
**Fire Commission**

February 9, 2006

No. 06-05

**FIRE COMMISSION REGULAR MEETING**

Thursday – February 9, 2006 – 6:00 p.m.  
 698 Second Street , Room 102

**AGENDA**

Item No.

**1. ROLL CALL**

President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	George Lau
Commissioner	Victor Makras
Chief of Department	Joanne Hayes-White

DOCUMENTS DEPT.

FEB 27 2007

SAN FRANCISCO  
PUBLIC LIBRARY**2. PUBLIC COMMENT**

Members of the public may address the Fire Commission on items of interest to the public, which are within the subject matter jurisdiction of the Commission. Members of the public may address the Fire Commission for up to three minutes.

**3. APPROVAL OF THE MINUTES [Action]**

Regular Meeting of January 26, 2006 , and Special Meeting of January 12, 2006 (4:00 p.m. ).

Action to be taken: *Approval of the minutes*

**4. CONSENT CALENDAR (Items A through C)**

All matters listed hereunder constitute a Consent Calendar, are considered to be routine by the Fire Commission, and will be acted upon by a single roll-call vote of the Commission. There will be no separate discussion of these items unless a member of the Commission or a member of the public so requests, in which event the matter shall be removed from the Consent Calendar and considered as a separate item.

**4.A. Monthly Reports on Personnel Matters [Discussion]****Division of Training**

Submitting monthly report from Division of Training concerning activities

performed during January 2006.

### Physician's Report

Submitting biweekly report of Fire Department Physician concerning disability injuries, January 14 through January 27, 2006 .

### Appointments

Reporting the following PERMANENT appointment effective *JANUARY 29, 2006* :

*H2 Firefighter*

Todd M. Plunkett

Reporting the following PERMANENT EXEMPT appointment effective *JANUARY 23, 2006*:

*1804 Statistician*

Vera Klimkovskaia (vice: ASO Authorized)

### Return to Former Classification

Reporting that Permanent Exempt H53 EMS Chief Glenn E. Ortiz-Schuldt has been returned to his permanent position as H20 Lieutenant, effective January 28, 2006, and appointed Acting H30 Captain.

### Retirements

Communications received from Retirement Board indicating the following members have retired:

<i>Name</i>	<i>Rank</i>	<i>Type</i>	<i>Retirement Date</i>
Lafferty, William J.	H33 Captain, EMS	Service	Jan. 14, 2006
Murphy, Eugene W.	H20 Lieutenant	Service	Jan. 10, 2006
Kearney, Brian D.	H2 Firefighter	Service	Jan. 13, 2006
Von Wartburg, Linda L.	H2 Firefighter	Service	Jan. 01, 2006

*(Retirement Certificates will be presented at Fire Commission Meeting of March 23, 2006 )*

### Suspension

Reporting the following suspension:

<i>No./Rank of Members</i>	<i>Unit</i>	<i>Days Suspended</i>	<i>Dates</i>	<i>Violation of</i>
1 H2 Firefighter	Medic 5	90 calendar days	01-12-06 thru 02-27-06 (w/credit for 11-30-05 thru 01-11-06 )	Sec. 3912 (Intoxicants & Drugs)



**Leaves**

Reporting leave of absence with pay for Firefighter Paul Barry, for five days, February 19 through February 23, 2006 , in order to travel to San Diego , California , for the Firehouse World Exposition. Estimated cost for transportation, lodging and registration fee is \$1,250.00, and is included in the FY 2005-06 budget. Firefighter Barry will not be replaced.

Reporting leave of absence with pay for Captain Mario Ballard and Inspector Barbara Schultheis, Bureau of Fire Prevention, for five days, February 27 through March 3, 2006 , in order to attend the *EduCode International Conference*, presented by the International Code Council in Las Vegas , Nevada . Registration, transportation and lodging will be paid by Captain Ballard and Inspector Schultheis and reimbursed through the Training Committee. Captain Ballard and Inspector Schultheis will not be replaced.

Reporting leave of absence with pay for Captain Thomas Harvey, Inspector Patrick Stranahan and Lieutenant Brendan O'Leary, Bureau of Fire Prevention, for five days, March 13 through March 17, 2006 , in order to attend the *Annual Fire Prevention Workshop*, presented by the California Fire Prevention Institute in Santa Ynez , California . All expenses will be paid by Captain Ballard, Inspector Stranahan and Lieutenant O'Leary, and reimbursed through the Training Committee. Members will not be replaced.

**4.B. Accidents [Discussion]**

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

Recommendation		Accident No.	Accident Date	Serial No.	Category
Truck 14 A	File	05-6-105	1/3/2006	611	
Cause:	Driving skill deficiency - While backing into Station 14, Trk 14 struck a parked civilian vehicle				
Rescue 1 A	File	05-6-106	1/5/2006	861	
Cause:	Driver inattention to spotters - While backing into Station 1, Res 1 struck Eng 1; spotters were posted, driver did not heed their warning				
EMS RC 1 B	Bill	05-6-107	1/6/2006	916	
Cause:	Struck by vehicle - While responding with red lights and siren and proceeding through intersection with a green light, RC 1 was struck by a civilian vehicle that did not yield				
Engine 7 B	Bill	05-6-108	1/9/2006	525	

Cause  
struck Struck by vehicle - While travelling west on 19th Street , Eng 1 was  
at high speed by a truck that ran a red light

Engine 8 05-6-110 1/13/2006 512  
C File

Cause:  
struck Driving skill deficiency - While merging into an adjacent lane, Eng 8  
a civilian vehicle

*Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.*

*Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.*

*Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.*

#### **4.C. Communications Received by Commission [Discussion]**

The following communications have been received by the Commission from January 20, 2006 through February 2, 2006 :

1. From Johnson Hor thanking the Secretary and Kaiser for their prompt response and explanation regarding the plight of his mother when she received a bill for collection for SFFD ambulance services. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.
2. From John Hanley, President, San Francisco Firefighters Local 798, apprising the Commission of a response from Julie Gerberding, M.D., Director, Public Health Service, Department of Health and Human Services, who referred them to the Northern California Cancer Center in Fremont . Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

*Action to be taken: Approval of the Consent Calendar (Items A through C)*

#### **5. REGULAR CALENDAR – NEW BUSINESS**

##### **5.A. Chief of Department's Report [Discussion]**

Report from Chief of Department Joanne Hayes-White on current issues, activities and events, including discussion of the budget, updates on Divisions within the Department, including Administration, Operations and the EMS Reconfiguration.

##### **REPORT FROM OPERATIONS**

Richard E. Kochevar, Deputy Chief, Operations, reporting on overall operations during the period January 11 through February 7, 2006 , and a report from the Emergency Medical Services Division regarding EMS Division activities.

**5.B. Fire Department Response to Major Incidents [Discussion]**

Report from Acting Battalion Chief David Franklin.

**6. ADJOURNMENT**





**FIRE COMMISSION**  
City and County of San Francisco  
Gavin Newsom, Mayor

Paul A. Conroy, *President*  
Stephen A. Nakajo, *Vice President*  
Clementine Clarke, *Commissioner*  
George Lau, *Commissioner*  
Victor Makras, *Commissioner*



698 Second Street  
San Francisco, CA 94107  
Telephone 415.558.3451  
Fax 415.558.3413  
Tania Bauer, *Secretary*

No. 06-05

**MINUTES OF THE FIRE COMMISSION**

**Regular Meeting – Thursday – February 9, 2006 – 6:00 p.m.**  
698 Second Street, Room 102

Prior to proceeding with the meeting, President Conroy announced that Commissioner Makras had to leave at 7:00 PM and the Commission would no longer have a quorum. To this end, he will take agenda items out of order.

*Item No.*

**1. ON ROLL CALL**, the following were noted present:

President Paul A. Conroy  
Vice President Stephen A. Nakajo  
Commissioner Victor Makras

Commissioner Clem Clarke was excused because of illness, and  
Commissioner George Lau was excused for business reasons.

Joanne M. Hayes-White                      Chief of Department  
Richard E. Kochevar                      Deputy Chief, Operations

Assistant Deputy Chiefs – Staff:

Peter Howes                      Division of Emergency Medical Services  
Lorrie A. Kalos                      Division of Support Services  
Robert Navarro                      Division of Homeland Security

Chief Officers – Firefighting Services:

James A. Barden                      Division 2  
Robert T. Serrano                      Division 3 (Acting)

**2. PUBLIC COMMENT**

*John Darmanin* informed the Commission that he had found a blog on the Internet similar to the *Smoke Eaters Gazette*, which had disparaged women and minorities and had been distributed in the past. Mr. Darmanin had copies of the blog that he provided to the Commission.

DOCUMENTS DEPT.

MAR - 6 2006

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### 3. APPROVAL OF THE MINUTES *[Action]*

(Continued to Meeting of 02-23-06)

Regular Meeting of January 26, 2006, and Special Meeting of January 12, 2006, (4:00 p.m.).

### 4. CONSENT CALENDAR (Items A through C)

(Continued to Meeting of 02-23-06)

#### 4.A. Monthly Reports on Personnel Matters *[Discussion]*

##### Division of Training

Submitting monthly report from Division of Training concerning activities performed during January 2006.

##### Physician's Report

Submitting biweekly report of Fire Department Physician concerning disability injuries, January 14 through January 27, 2006.

##### Appointments

Reporting the following PERMANENT appointment effective *JANUARY 29, 2006*:

*H2 Firefighter*

Todd M. Plunkett

Reporting the following PERMANENT EXEMPT appointment effective *JANUARY 23, 2006*:

*1804 Statistician*

Vera Klimkovskaia (vice: ASO Authorized)

##### Return to Former Classification

Reporting that Permanent Exempt H53 EMS Chief Glenn E. Ortiz-Schuldt has been returned to his permanent position as H20 Lieutenant, effective January 28, 2006, and appointed Acting H30 Captain.

##### Retirements

Communications received from Retirement Board indicating the following members have retired:

<i>Name</i>	<i>Rank</i>	<i>Type</i>	<i>Retirement Date</i>
Lafferty, William J.	H33 Captain, EMS	Service	Jan. 14, 2006
Murphy, Eugene W.	H20 Lieutenant	Service	Jan. 10, 2006
Kearney, Brian D.	H2 Firefighter	Service	Jan. 13, 2006
Von Wartburg, Linda L.	H2 Firefighter	Service	Jan. 01, 2006

*(Retirement Certificates will be presented at Fire Commission Meeting of March 23, 2006)*

## Suspension

Reporting the following suspension:

No./Rank of Members	Unit	Days Suspended	Dates	Violation of
1 H2 Firefighter	Medic 5	90 calendar days	01-12-06 thru 02-27-06 (w/credit for 11-30-05 thru 01-11-06)	Sec. 3912 (Intoxicants & Drugs)

## Leaves

Reporting leave of absence with pay for Firefighter Paul Barry, for five days, February 19 through February 23, 2006, in order to travel to San Diego, California, for the Firehouse World Exposition. Estimated cost for transportation, lodging and registration fee is \$1,250.00, and is included in the FY 2005-06 budget. Firefighter Barry will not be replaced.

Reporting leave of absence with pay for Captain Mario Ballard and Inspector Barbara Schultheis, Bureau of Fire Prevention, for five days, February 27 through March 3, 2006, in order to attend the *EduCode International Conference*, presented by the International Code Council in Las Vegas, Nevada. Registration, transportation and lodging will be paid by Captain Ballard and Inspector Schultheis and reimbursed through the Training Committee. Captain Ballard and Inspector Schultheis will not be replaced.

Reporting leave of absence with pay for Captain Thomas Harvey, Inspector Patrick Stranahan and Lieutenant Brendan O'Leary, Bureau of Fire Prevention, for five days, March 13 through March 17, 2006, in order to attend the *Annual Fire Prevention Workshop*, presented by the California Fire Prevention Institute in Santa Ynez, California. All expenses will be paid by Captain Ballard, Inspector Stranahan and Lieutenant O'Leary, and reimbursed through the Training Committee. Members will not be replaced.

## 4.B. Accidents [Discussion]

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	Accident No.	Accident Date	Serial No.	Category	Recommendation
Truck 14	05-6-105	1/3/2006	611	A	File
Cause:	Driving skill deficiency - While backing into Station 14, Trk 14 struck a parked civilian vehicle				
Rescue 1	05-6-106	1/5/2006	861	A	File
Cause:	Driver inattention to spotters - While backing into Station 1, Res 1 struck Eng 1; spotters were posted, driver did not heed their warning				



EMS RC 1	05-6-107	1/6/2006	916	B	Bill
----------	----------	----------	-----	---	------

Cause: Struck by vehicle - While responding with red lights and siren and proceeding through intersection with a green light, RC 1 was struck by a civilian vehicle that did not yield

Engine 7	05-6-108	1/9/2006	525	B	Bill
----------	----------	----------	-----	---	------

Cause: Struck by vehicle - While travelling west on 19th Street, Eng 1 was struck at high speed by a truck that ran a red light

Engine 8	05-6-110	1/13/2006	512	C	File
----------	----------	-----------	-----	---	------

Cause: Driving skill deficiency - While merging into an adjacent lane, Eng 8 struck a civilian vehicle

*Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.*

*Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.*

*Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.*

#### **4.C. Communications Received by Commission [Discussion]**

The following communications have been received by the Commission from January 20, 2006 through February 2, 2006:

1. From Johnson Hor thanking the Secretary and Kaiser for their prompt response and explanation regarding the plight of his mother when she received a bill for collection for SFFD ambulance services. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.
2. From John Hanley, President, San Francisco Firefighters Local 798, apprising the Commission of a response from Julie Gerberding, M.D., Director, Public Health Service, Department of Health and Human Services, who referred them to the Northern California Cancer Center in Fremont. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

## 5. REGULAR CALENDAR – NEW BUSINESS

### 5.A. Chief of Department's Report *[Discussion]*

Report from Chief of Department Joanne Hayes-White on current issues, activities and events, including discussion of the budget, updates on Divisions within the Department, including Administration, Operations and the EMS Reconfiguration.

Chief Hayes-White presented the report.

Classification of Transport Tier Paramedic – The Civil Service Commission, after lengthy discussion, approved the Department of Human Resources Director's determination that the current H3 class will be amended to incorporate different levels. The H3 level 1 will be a single function EMT, H3 Level 2 will be a single function paramedic, and H3 level 3 will be a firefighter/paramedic.

EMS Reconfiguration - The Department is behind schedule for the start of the Academy class for the 24 paramedic candidates. The delay is due to various approvals needed from the Board of Supervisors and the Government Efficiencies Committee. The start will most likely occur on March 13<sup>th</sup>.

UASI Grants – The Bay Area region will have to submit the newly required regional grant application of the Department of Homeland Security first to the State by February 24<sup>th</sup>. The Office of Emergency Services provided briefings and the Department has two out of six votes in the process and believes it is adequately represented.

Department of Human Resources (DHR) – DHR is seeking further documents from the Fire Department related to the investigation of operations and practices at the Division of Training.

Furthermore, lengthy discussions have taken place with DHR and the City Attorney's Office regarding promotional exams and the Certification Rule. Chief Hayes-White hopes that there will be a resolution soon, and has included the funding for the examinations as a line item in the FY 2006-07 budget.

Budget Items – Chief Hayes-White attended a budget and SFStat meeting where overtime costs were highlighted. The Department did an excellent job administering overtime expenditures as compared to other top overtime departments, such as Police, Muni, and Sheriff. She was pleased to report that the Mayor's Budget Office's final operations mandate assumes that \$7 million will be inserted into the Department's budget to cover Proposition F costs. The Department will not be required to come up with a solution to implement the mandate of the voters. She recommended that the Commission review the various budget documents since they provide insight into the upcoming FY2006-07 budget.

Chinese New Year Parade – The parade will take place on Saturday, February 11<sup>th</sup>. The meeting place is Second & Market Streets at 4:30 PM, where everyone can join the Asian Firefighters' Association and the command staff and march in the parade.

Discussion ensued with Commissioners asking questions and Chief Hayes-White and staff responding.

Commissioner Nakajo referred to previous presentations made by various divisions of the Department, and asked that the Division of Training make a comprehensive presentation that would include how staff evaluates candidates and recruits, and how it metes out demerits.

Commissioner Makras requested that the Chief provide a presentation on the process of a complaint so that people do not have any misperceptions, since certain confidentiality and procedural issues must be followed.

Commissioner Conroy wished to know if \$7 million for Proposition F was included in the Department's budget. Chief Hayes-White responded that in the document distributed by the Mayor's Office, the \$7 million was listed under mandated operating costs, along with other items, such as fixing structural problems at Police and Elections and relocation of the Crime Lab.

#### REPORT FROM OPERATIONS

Richard Kochevar, Deputy Chief, Operations, provided the report for the period of January 11, 2006 through February 7, 2006. There had been two Greater Alarms and 29 working fires. The greater alarm fires resulted in: (1) \$300,000 in property damage; (2) \$400,000 in content damage; (3) \$7,000 in exposure property damage; (4) none in exposure content damage; (5) no civilians injured; (6) no firefighters injured; and (7) 7 people were displaced.

A joint Fire/Muni drill was conducted on January 22, 2006 in the Twin Peaks tunnel. Companies assigned simulated rescue and fire extinguishment on a Muni LRV (Light Rail Vehicle) between West Portal and Forest Hill Stations.

Chief Kochevar inspected Airport Fire Station 1 and 2. Members, stations and apparatus passed the inspection. He provided photographs of the inspections to the Commission for review.

Chief Kochevar reported that Department personnel responded to five surf rescues during this reporting period. All incidents resulted in successful outcomes. The cliff rescue unit responded to a civilian suicide along with Division 2, Battalion 7, Engine 34 and Truck 14. A body retrieval was successful from the cliffs at Land's End.

Chief Kochevar apprised the Commission that no brown-out reports with negative impact were received during this period. In addition, he reviewed a chart that he had prepared which indicated how many units were browned-out each day from January through February 8<sup>th</sup>.

Chief Kochevar reviewed and showed photographs of the current company-based modular training at Treasure Island facility, which encompasses crush injuries, mass casualty injuries, vehicle extrication, live fire training in a simulated residential environment, driver safety and maintenance lectures, and hands-on engine and truck driver training and review.

In closing, Chief Kochevar stated that the H-20 Lieutenant LWLP (Like Work Like Pay) out of station details has been modified. LWLP Lieutenants are subject to daily assignments details to any station in San Francisco. An officer gains operational skills and abilities and knowledge through working in a variety of diverse geographical locations throughout the city, and also develops supervisory skills interacting with a variety of personnel. The modification to the policy is when a member has been detailed LWLP away from their station 54 times, they will have satisfied the requirement for diversified training and may be detailed LWLP to their home company.

Chief Hayes-White added that the Department had thoroughly studied the issue and the various pros and cons, and had collectively decided that if the member was working in a higher rank, it would be better to do it across town than in their company. Studies have shown in a number of industries, including the Fire Services, that there is a "buddy to boss" difficulty, when one day



there is a peer to peer relationship and the next it is supervisor to peer. By detailing members to other stations, the Department assumed that it can ease the situation.

Commissioner Nakajo believed the color-coded brown-out chart was very helpful and asked for further detail on relational data, such as which engines are browned-out on what days and in what neighborhoods, and, also, what days of the week and what times of year.

Commissioner Makras wished to know if there was a particular reason why Airport statistics were not included into the Operations report. Chief Hayes-White responded that the Airport is on a separate CAD (Computer Aided Dispatch) system and has a different reporting mechanism. The Department can provide the Airport response in the Operations report.

## EMS REPORT

Pete Howes, Assistant Deputy Chief, EMS Chief, presented the report for January 2006.

Response Time Performance – The Department continues to meet County mandated response times for first ALS unit on the scene. Response times were also exceeded for first ALS transport and Code 2 responses. However, the Department continues not meeting County-wide response time guidelines of four minutes and 30 seconds for first defibrillator on an emergency scene, especially in Battalions 8, 9, and 10.

In-Service Training – Annual refresher training was provided to Paramedic Captains. In preparation for the new H3 Level 2 Paramedic training, 16 EMS training personnel have finished advanced training in cardiac life support and pediatric life support. It is an important standard to maintain for the in-service training staff.

Response Activity – Department personnel responded to 10 gunshot wounds, 22 stabbing victims, and 293 assault victims – a total of 325 crime injuries. The crime statistics indicate that many times the crews of Engines, Trucks, Squads, Chiefs, RC Captains and Ambulances are in harm's way in addition to their firefighting responses. Chief Howes noted that not all calls begin or end in tragedy; firefighters and paramedics assisted in 15 childbirths. He commended the crew of: Engine 9 - Lieutenant DeAlba, Firefighters Fustia, Hernandez and Walsh, Medic 17 – Firefighter/Paramedic Miller and Firefighter/EMT Grimesey, and RC 4 - Paramedic Captain Nicolas for the delivery of a baby boy on January 17<sup>th</sup>.

In closing, Chief Howes related that since his appointment he has been evaluating the workflow of the EMS administrative group, as well as that of the field Paramedic Captains. He has been interviewing them and listening to them about their individual as well as combined experience and their vision of the future. Chief Howes will be meeting with the Treasure Island EMS staff before long.

## PUBLIC COMMENT

*John Darmanin* reiterated his concern that the Chief's report did not include the status of on-going investigations. Mr. Darmanin referred to an investigation in which he was involved that had been concluded but no report of the outcome was provided to him.

President Conroy directed that the report be accepted and incorporated in the minutes of today's meeting.



**5.B. Fire Department Response to Major Incidents [Discussion]**

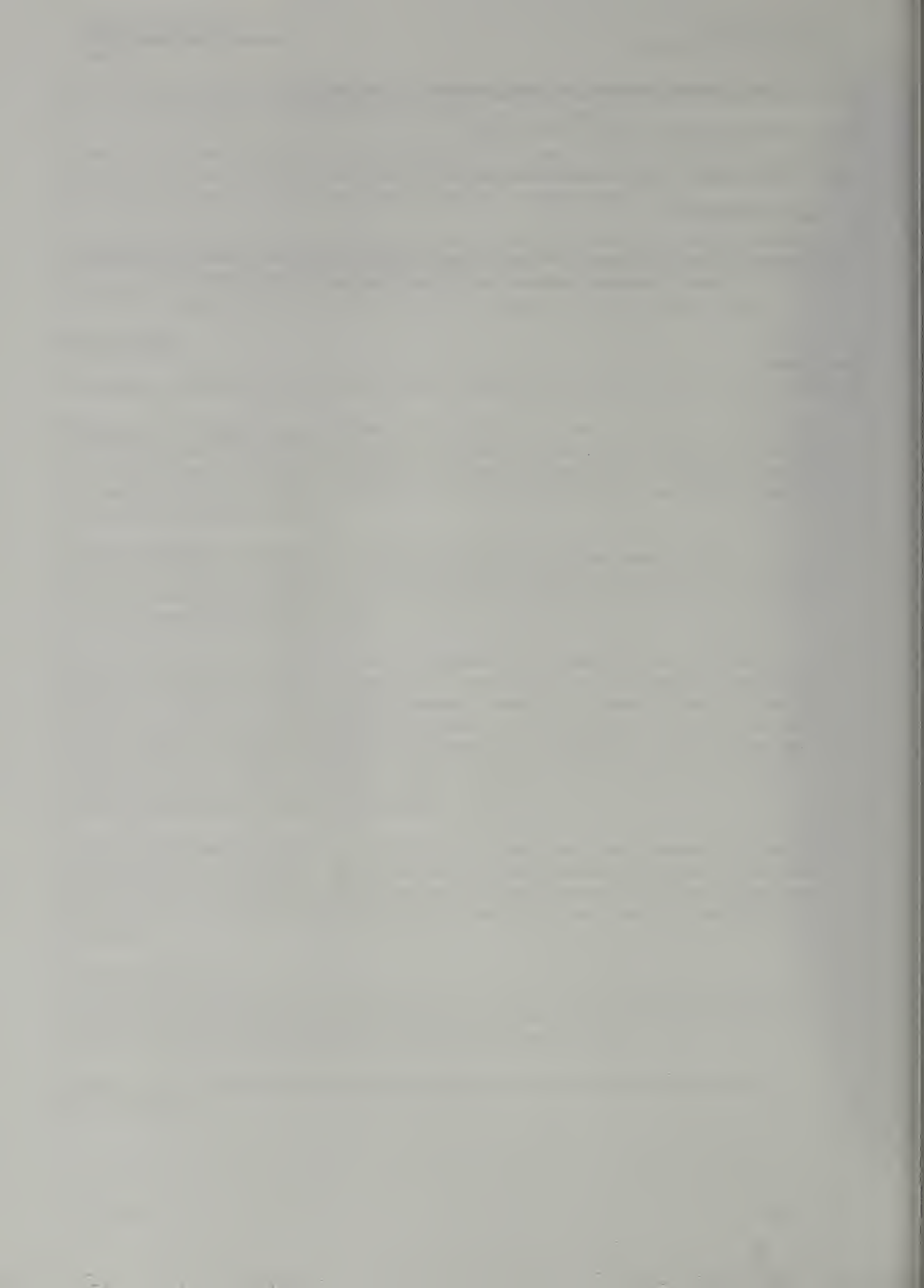
Report from Acting Battalion Chief David Franklin.

*(Note: This item will be rescheduled to a meeting at a later date.)*

**6. ADJOURNMENT**

There being no further business to come before the Commission, the meeting was adjourned at 7:00 p.m., in honor of the passing of retired Chief Golden, Oakland Fire Department.

Tania Bauer  
Secretary



Chief Joanne Hayes-White  
Fire Commission  
San Francisco Fire Department  
698 2<sup>nd</sup> Street  
San Francisco, CA 94107-2015

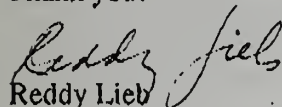
Reddy Lieb  
50 Dolores Terrace  
San Francisco, 94110

January 2, 2006

Dear Chief Joanne Hayes-White.

I want to compliment the Fire Department in doing a wonderful job educating the citizens of San Francisco in disaster preparedness. The NERT trainings that I recently attended at Stern Grove were valuable and informative sessions. Not only were the firemen and women knowledgeable but their classes were also infused with humor. I hope that I don't need to use what I've learned and that our city is safe from disasters for many years but if there is an earthquake in the near future I feel more competent in being able to help deal with that situation.

Thank you!

  
Reddy Lieb

Cc . Mayor Gavin Newsom , Board of Supervisors

File  
01/06/06

January 17, 2006

Chief Joanne Hayes White  
San Francisco Fire Department  
698 - 2<sup>nd</sup> Street  
San Francisco, CA 94107-2015

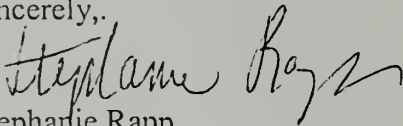
Dear Chief White:

I am writing to voice my support for the N.E.R.T. program, offered by the San Francisco Fire Department. I recently completed the 18-hour course and found it to be extremely useful. I feel better able to both prepare for and respond to an earthquake or other disaster. In fact, at my job (I'm a Program Officer at the Walter and Elise Haas Fund), I have been given the nickname of "Ms. Disaster," because I have ensured that our earthquake kit is stocked, our fire extinguishers are well-marked, and flashlights are at each desk. I have even posted preparedness information in the bathroom (a form of passive education that is promoted by C.A.R.D., Collaborating Agencies Responding to Disaster). I have also reviewed and upgraded the earthquake kit at Pacific Primary, the pre-school my daughter attends and will be offering a training for families at the school later this month.

With resources are limited as they are, the City will rely upon its citizens during a natural disaster. The N.E.R.T. course seems to be a cost-effective way for the City to try to get as many of its citizens ready and able to respond as possible.

I encourage you to do all that you can to continue to support this program.

Sincerely,



Stephanie Rapp

REC'D - S.F.F.D.  
06 JAN 20 AM 9:05  
OFFICE OF CHIEF





# NATIONAL YOUTH LEADERSHIP FORUM

January 2006

Dr. Marshall Isaacs  
San Francisco Fire Department  
Chief's Office  
698 Second Street  
San Francisco, CA 94107-2015

Dear Dr. Isaacs:

On behalf of the participants of the 2005 National Youth Leadership Forum on Medicine (NYLF/MED) in San Francisco, I would like to thank you for supporting our program. Our students had a wonderful time visiting Station 13 and they returned to their classrooms elated about the different knowledge and experiences they encountered. The visit to Station 13 provided our students with an opportunity to interact with various professionals and they really appreciated everyone's thoughtful, direct, and articulate responses to their questions.

We believe in the importance of our young men and women interacting with, and learning from, individuals who not only excel in their professional fields, but who are also committed to educating and inspiring others. The students came away from the experience with a wealth of information. Having the opportunity to visit Station 13 was truly an occasion they will long remember. The insights provided during the experience will assist them in their personal lives, as well as help them plan their careers in medicine.

As evidence of the great and positive impact everyone had on our students, I have included some words of appreciation written by some of our young leaders. I hope you enjoy them.

NYLF/MED strives to achieve a program equivalent with the caliber of our students: a program of quality and excellence. We value your contribution to this effort. I truly cannot thank you enough for helping me to expose the NYLF/MED students to an opportunity of a lifetime. You are truly an inspiration!

Thank you again for your gift of time and support!

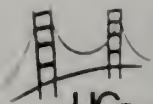
Fondly,

Sandy Yuen, Program Director  
NYLF/MED - San Francisco  
1234A Broadway  
San Francisco, CA 94109  
Phone: 415-292-9717  
Fax: 415-292-9871  
Cell: 415-850-8805  
Email: syuen@nylf.org  
Web: www.nylf.org

*Marshall,  
Thank you for  
everything! You're  
the best!!*

REC'D - S.F.F.D.  
06 JAN 24 PM 1:58  
OFFICE OF CHIEF

*Stan  
10/24/06*



UCSF Children's Hospital  
at UCSF Medical Center

Child Life Department  
505 Parnassus Avenue  
L171, Box 0210  
San Francisco, CA 94143  
tel: 415/353-1203  
fax: 415/353-9343  
www.ucsfhealth.org/childrens

University of California,  
San Francisco

January 24, 2006

Dear Chief Hayes-White,

Once again, all of us in the Child Life Department would like to thank you for your visit to the children and families at UCSF Children's Hospital this Christmas. Your kindness and generosity helps us to make Christmas a happier time for children and families who have to be in hospital. We really appreciate that you found time in your busy schedule to visit our hospital.

The children and families were thrilled with the gifts they received. It was a pleasure to take you around the wards to meet all the families. A big thank you to all of you for volunteering time and for being so giving to the community.

All of us at UCSF Children's Hospital wish you a prosperous year and we hope to see you soon again.

Warmly,

Beatrix Musil, M.A., C.C.L.S.  
Child Life Specialist  
Child Life Services

REC'D - S.F.F.D.  
06 JAN 27 PM 2:04  
OFFICE OF CHIEF

File  
1/27  
d/13

cc: [unclear]  
Ronald A. Squillante  
588 Sutter Street 541  
San Francisco, CA 94102

February 2, 2006

San Francisco Fire Department  
ATTN: Chief, SFFD  
698 Second Street  
San Francisco, CA 94107-2015

Re: Firefighter's Conduct

Dear Chief,

This afternoon when I was returning from the Grocery store I was unable to ingress the sidewalk leading to my apartment building at 520 Taylor Street.

The Fire Department had the sidewalk and street blocked and informed me that there was a police incident and for my safety we would not be allowed to enter until the police gave the all clear.

They had the CAUTION yellow tape blocking off sections and it was apparent where we were restricted to. I am writing because I watched as person after person approached with their own personal story of why they needed to pass, and I watched as one after the other people tried to casually duck under the tape and proceed, I watched in amazement as one after the other people would verbally assault your fire people with all types of ignorant criticisms.

I have to commend them one and all for their patience and persistence, I was shocked at the way people behaved when they were slightly inconvenienced for their own well being and safety.

You should be very proud of the way your men and women stationed at the intersection of Geary Blvd. and Taylor Street maintained their professional attitudes and demeanor, as always I was so proud to live in San Francisco where we have the best Firefighter's and Police Officers in the entire World and I have lived all around the United States and Europe.

Regards,

Ronald A. Squillante

02/06/06

SAN FRANCISCO



FIRE DEPARTMENT

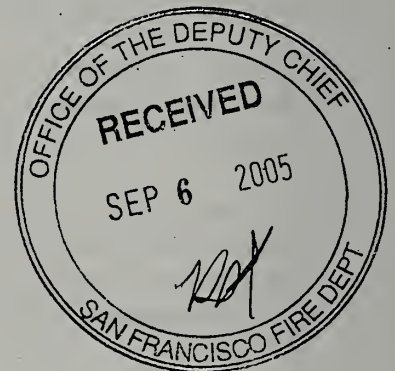
September 2, 2005, 19

From: Piombo, John L. TH-4, BEP, PI5447 Tour 4  
To: Joanne Hayes-White, Chief of Department  
Subject: Letter of appreciation  
Reference: \_\_\_\_\_  
Enclosure: None

I want to thank the crew of Medic 3 in transporting my mother to St. Francis Hospital on Monday August 29, 2005. Not only did they do a great job, they calmed my mother and gave me great comfort that she was in the best hands.

*Contents Noted  
H. Brumby*

*Contents noted: 9/2/05  
Cpt. Thomas E. Mang  
for ADC II PAUL CHIN*



*John Piombo*  
SIGNATURE



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City and County of San Francisco

**Fire Commission**

February 15, 2006 (Special Meeting)

**Fire Commission Special MEETING**

Wednesday, February 15, 2006 – 5:30 PM

698 Second Street , Room 101, San Francisco , CA 94107

**AGENDA**Item  
No**1. ROLL CALL**

President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	George Lau
Commissioner	Victor Makras

Chief of Department	Joanne M. Hayes-White
---------------------	-----------------------

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FEB 27 2007

SAN FRANCISCO  
PUBLIC LIBRARY**2. PUBLIC COMMENT**

Members of the public may address the Fire Commission on items of interest to the public, which are within the subject matter jurisdiction of the Commission. Members of the public may address the Fire Commission for up to three minutes.

**3. FY 2006-07 BUDGET [Action]**

Review and approval of proposed FY 2006-07 Budget

Gary P. Massetani, Deputy Chief, Administration, and Julia Dawson, Chief Financial Officer

**4. ADJOURNMENT**



# SAN FRANCISCO FIRE COMMISSION



## MINUTES OF THE FIRE COMMISSION SPECIAL MEETING

Thursday, February 15, 2006, 5:30 PM

698 Second Street, Room 102, San Francisco, CA 94107

### 1. On Roll Call, the following were present:

President	Paul A. Conroy
Vice President	Stephen A. Nakajo (arrived 5:45 PM)
Commissioner	Clem Clarke
Commissioner	George Lau
Commissioner	Victor Makras

Chief of Department Joanne Hayes-White

### 2. PUBLIC COMMENT

There was no public comment.

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### 3. FY 2006-07 BUDGET [Action]

Review and Approval of FY 2006-07 Budget

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Gary P. Massetani, Deputy Chief, Administration, and Julia Dawson, Chief Financial Officer

Joanne Hayes-White, Chief of Department, apprised the Commission that submittal of the budget to the Mayor's Office was on February 21, 2006. She acknowledged the work of Julia Dawson, Chief Financial Officer, and thanked Gary Massetani, Deputy Chief of Administration, for his efforts.

Julia Dawson, Chief Financial Officer, informed the Commission that the City is projecting a \$94 million shortfall in the budget for FY 2006-07. In addition, this year will be the first year of the rainy day fund, previously approved by the voters. The City's contribution to the fund will be \$39 million.

As per instructions from the Mayor, all general fund departments were asked to absorb half of the employee contribution to the retirement fund, since there was an assumption that the 7.5% employee retirement contribution, which the employees took back a few years ago, will come back to the City as an expense in FY 2006-07. The Mayor has requested that all Departments be billed half of that contribution as part of their baseline budget, or \$364,465 for the Fire Department. Chief Massetani added that this figure does not include the cost of the Local 798 MOU, which is in effect through June 30, 2007, since those covered by the MOU will continue paying 7.5%. Ms. Dawson continued that in addition to that initial reduction target, the Mayor has requested that the Department propose a contingency plan worth 3% of the Department's general fund support or \$4.2 million. There is also a proposed target for one-time expenditures of \$4 million.

Ms. Dawson reviewed the projected revenues for the Department, noting that due to better economic conditions, revenues for Fire Prevention budgeted at \$5.1 million for the current fiscal year are projected to be \$5.7 million, and will be projected for the same amount as for FY 2005-



# THE JOURNAL OF THE ROYAL ANTHROPOLOGICAL INSTITUTE

1906				1907				1908			
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06. Somewhat more problematic will be EMS patient revenue, which was projected at \$19.3 million for this fiscal year. Due to changes in Medicare reimbursement projected revenue for FY 2006-07 will be at \$18 million, a substantial loss of \$1.26 million to the Department's revenue budget.

Ms. Dawson reviewed aspects of the operating budget. She stated that staff proposed a small number of position reclassifications in Administration, Prevention, Support Services and AWSS to improve operations. Staff has reduced expenditures, where possible, and reallocated funding for shortfalls related to rising energy costs. The Department has been able to reduce some work orders to other departments, including Workers Compensation. Funding for promotional examinations will need to be negotiated because it was removed from the baseline budget of FY 2005-06, after years of being carried forward.

Ms. Dawson stated that the Department's budget of \$233,640,736 is not in balance and is \$2,151,368 over target. The Department proposes a \$2,382,263 revenue adjustment. Realizing that discussions need to continue with the Mayor's Office, Chief Hayes-White is requesting that the Fire Commission to approve the budget as presented, allowing the Chief to make adjustments of no more than 5% of the total proposed budget amount to meet the submittal requirements of the Mayor's Office.

Ms. Dawson related that the Mayor's Office had asked that the Department not adjust the budget submittal to include the costs of implementing Prop F. The Mayor's office is currently estimating the implementation cost to be \$7 million. The Department is analyzing the projected cost of Prop F, noting that the EMS reconfiguration will affect the figures.

The Mayor's Office has designated \$4 million for the Department for proposed one-time expenditures. The Department proposed the following: (1) \$200,000 in IT (Information Technology) equipment; (2) \$450,000 in health and fitness equipment for fire facilities; (3) \$100,000 in medical equipment for Physician's Office; and (4) \$3,270,305 for vehicle replacement.

In closing, Ms. Dawson pointed out that the Department had been asked by the Mayor's Office for a contingency of 3% which is approximately \$4.1 million. This will be difficult to achieve since the Department's budget is driven by labor costs, that is, 92% of the overall budget is salary and fringe benefits and 88% of the operating budget is dedicated to suppression. Ms. Dawson stated that with the implementation of Prop F, it will be difficult to achieve the requested amount but the Department will continue looking for ways to be more efficient and reduce costs.

Discussion ensued and Commissioners asked questions with Chief Hayes-White, Chief Massetani and Ms. Dawson responding.

Commissioner Conroy inquired about additional H10 Incident Support Specialists, since it was mentioned after the 16<sup>th</sup> and Dolores Street fire that better command and control of the incident could have been maintained with the assistance of additional H10s. Chief Hayes-White responded that a request for more H10s was not in the budget.

Commissioner Conroy inquired if there was a provision in the budget for a grant writer, that is, a dedicated position to prepare grant applications for federal and state funding since so much was available. Chief Massetani responded that such a position was not included in the budget but a 1842 Management Assistant could be used.

Commissioner Conroy asked about the Physician position and whether it was included in the proposed budget. Chief Massetani responded that it was budgeted at 1.5 positions.



Commissioner Conroy recalled the recent recruiting and interview process and, even though one candidate was interested enough to interview, he did not take the position due to the low salary. He suggested combining the 1.5 positions into one and raising the salary. Chief Hayes-White thought that the classification would have to be higher and those physician's only report to superiors in the Department of Public Health.

#### PUBLIC COMMENT

David Pilpel, Member, Sunshine Ordinance Task Force, suggested that during down time members of stations could, in their respective geographic area, get out in the field and look for public safety hazards, such as, poor street conditions, potholes, street lights out, and report those by email when back at their station to whomever is responsible for fixing these hazards. Mr. Pilpel also suggested the concept of a civilian Deputy Director of Administration and Finance, who would be responsible for all administrative functions in the Department. The current Deputy Chief of Administration could become the Deputy Chief for Field Support and deal with fire prevention and investigation, permit support services and the like. He noted that it was only a concept.

Commissioner Makras believed that it was not fair to the Commission or to the public to have the budget provided only the evening before the meeting at which it needed to be approved. He recommended that the budget be provided to the Commission and to the public a minimum of one week before approval, so that there could be time for review and constructive comment.

Commissioner Makras wished to know about the false alarm fees and higher alarm responses. He considered it a positive if an alarm worked and went off, and did not understand why someone should be penalized for having something that worked. Chief Hayes-White responded that the fee was calculated to go into effect only after the third false alarm in a calendar year. She noted that the Department always has a full response to an alarm as a Code 3, with lights and siren, and every time an apparatus goes out the door there is a risk to personnel, to property and to apparatus.

Chief Massetani added that false alarms are often malfunctions of a new alarm system, especially during installation. He explained that usually there is a high percentage of false alarms during the first month of operation. Chief Massetani noted that even though this item was in the fire code for over ten years, the Department never implemented it. It was only two years ago when the Mayor's Office promoted it and considered it as a revenue source. The Department always had concerns about this issue since it did not want to deter anyone from calling. He further explained that smoke alarms that go off from such items as burnt toast are not malfunctions; it is only a false alarm when the system itself malfunctions because it is not properly installed or properly maintained by a professional company.

Commissioner Makras asked if the Department agreed that Prop F funding should not be in the baseline budget. He noted that it was the Mayor's request that it not be included but wondered if that was also the Department's recommendation. Chief Massetani responded that in the first phase of the budget, the Department has made the requested reductions and not included Prop F funding in the baseline budget. After submittal, the Department would start negotiations regarding the cost of administering Prop F. The final budget from the Mayor's Office will reflect the full cost of Prop F implementation. Chief Hayes-White added that she had clearly articulated to the Mayor's Office that the Department could not fund the cost of Prop F. She is aware that there will be on-going negotiations with the Mayor's Office but in this fiscal year the Department is unable to support any funding of Prop F.

Commissioner Conroy was very concerned about the \$7 million needed to implement Prop F. He suggested that a possible way to resolve the issue is to approve the budget, at whatever







amount, with the proviso that approval of this budget is contingent upon full funding of Prop F, which is estimated at \$7 million. He was also concerned with the 5% factor, which he understood to mean that the Department wished the Commission to approve the budget with the understanding that the Department would have authorization from the Commission to go either 5% up or down - 5% being \$11 million. He was troubled by that recommendation, since, taking that figure, and adding another \$7 million for implementation of Proposition F, results in the Commission leaving to others decisions on potentially \$18 million dollars, nearly ten per cent of the Department's entire budget. He believed that it would be irresponsible for the Commission to approve a budget that leaves as much discretion to others. Commissioner Conroy also expressed concern for the short period of time that the Commission had to review the budget. Chief Hayes-White agreed that it was difficult to receive a complex document and then have to make an intelligent decision in a very short period of time. She stated that she will be seeing the Mayor shortly and will voice the Commission's frustration to him and his budget office.

Commissioner Makras understood that the time period was very short from the time the Department received its instructions from the Mayor's Office to the time it had to present the budget to the Commission. He believed it to be an excuse, since it is the Department's obligation to put its budget together, knowing what last year's numbers were and having control over a large portion of the budget. Commissioner Makras did not believe that the budget should be negotiated but that it is a matter of taking a position, supported by reasonable facts and numbers, and putting forward the policy and philosophy that the Commission wants the Department to go forward with. It should be the Chief's budget and the Commission's budget.

Furthermore, Commissioner Makras asked where is the question in the budget for the Commission? Is it just to approve or rubberstamp and go forward with it? Is there anything that has been presented in this budget which provides the Commission with a choice? Ms. Dawson responded that the way the budget is structured does not always provide much room for the Department. In respect to policy, the Commission can express its concerns in ways that the Department may not be able to since it is a Mayor Office department and the Commission is a policy making body. Ms. Dawson also explained the reason for 5% which was to allow some discretion when it was necessary to make small adjustments in order to remain in compliance. The number could be smaller, perhaps 1% or even half a per cent.

Commissioner Lau agreed with the other Commissioners that the Budget must be received in compliance with budget instructions and in time for the Commission to have a reasonable review. He believed that the Commission would find itself in the same position next year regarding being offered no choices unless the Commission prepares a list of what they wish to see in the budget. Only in this manner will the Department be able to incorporate the items when it puts together the entire budget. Commissioner Lau wished to know if the \$7 million was a realistic number for the Prop F implementation. Ms. Dawson replied that she is not comfortable with that number since she does not know what assumptions were made when that number was developed. The Mayor's Office is looking to the Department to produce a number for the cost of the implementation.

Commissioner Conroy wondered why the amount for implementing Prop F is still not known since it has been three months since the proposition passed, especially, since the Department has been charged with developing that figure. Commissioner Makras added that the number should be known since the Department was told to save a certain amount. Chief Massetani responded that he believed the amount to be between \$6.5 to \$7 million. Ms. Dawson added that it is difficult number to determine exactly since it has numerous variables and fluctuations.

The first part of the paper discusses the importance of the study and the objectives of the research. It also mentions the scope of the study and the limitations. The second part of the paper discusses the methodology used in the study. It mentions the data sources and the data collection methods. The third part of the paper discusses the results of the study. It mentions the findings and the conclusions. The fourth part of the paper discusses the implications of the study. It mentions the practical implications and the theoretical implications. The fifth part of the paper discusses the future research. It mentions the areas for further research and the suggestions for future studies.

The study was conducted in a systematic and rigorous manner. The data was collected from a large sample of participants. The results of the study are presented in a clear and concise manner. The findings of the study are discussed in detail. The implications of the study are discussed in detail. The future research is discussed in detail.

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Commissioner Nakajo asked the Department to clarify what the amount was that was needed by the Department to be in balance going forward from this point. Ms. Dawson responded that if the Department could negotiate itself whole it would need not only the amount of Prop F in general fund support but also an additional amount to cover the revenue shortfall.

Commissioner Lau moved to approve an amended FY 2006-07 budget, which included increased General Fund support to cover the cost of implementing Proposition F, estimated at \$7.5 million, and to increase General Fund support by \$2.4 million to cover revenue adjustments and shortfalls. Commissioner Nakajo seconded. The motion was unanimously approved.

### **ADJOURNMENT**

There being no further business before the Commission, the meeting was adjourned at 8:50 PM.

Tania Bauer  
Secretary

*No. 06-6*






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City and County of San Francisco

## Fire Commission

February 23, 2006 (Special Meeting)

### FIRE COMMISSION SPECIAL MEETING

Thursday, February 23, 2006 – 4:30 PM

698 Second Street , Room 221, San Francisco , CA 94107

### AGENDA

#### 1. ROLL CALL

President	Paul A. Conroy
Vice President	Stephen Nakajo
Commissioner	Clem Clarke
Commissioner	George Lau
Commissioner	Victor Makras

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#### 2. CONSIDERATION AND POSSIBLE APPROVAL OF PROPOSED FINDINGS OF FACT

Commission Deliberations and possible approval of Findings of Fact in a case concerning a formal complaint filed Joanne Hayes White, Chief of Department against Firefighter Daniel Boreen, dated February 1, 2005, for violation of the Rules and Regulations as follows:

Section 3924 – Insubordination

*This portion of the meeting may be held in Closed Session pursuant to Government Code Section 54957. If so,*

1. Public Comment on all matters pertaining to Closed Session
2. Reconvene in Open Session
  - a. Possible report on action taken in Closed Session, pursuant to Government Code Section 54957.1 and 54957.7, and San Francisco Administrative Code Section 67.14(b).
  - b. Vote to elect whether to disclose any or all Closed Session discussions, pursuant to San Francisco Administrative Code Section 67.14(a)

#### 3. ADJOURNMENT



# SAN FRANCISCO FIRE COMMISSION

## MINUTES OF THE FIRE COMMISSION SPECIAL HEARING

Thursday, February 23, 2006 - 4:30 PM

698 Second Street, Room 221, San Francisco

### 1. On Roll CALL, the following were present:

President	Paul Conroy
Vice President	Stephen A. Nakajo
Commissioner	Clem Clarke (excused)
Commissioner	George Lau
Commissioner	Victor Makras (excused)

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### 2. CONSIDERATION AND POSSIBLE APPROVAL OF PROPOSED FINDINGS OF FACT

Commission Deliberations concerning a formal complaint filed by Joanne Hayes-White, Chief of Department, against Firefighter Daniel Boreen, dated February 1, 2005, for violation of the Rules and Regulations as follows:

Section 3924 – Insubordination

*This portion of the meeting may be held in Closed Session pursuant to Government Code Section 54957. If so,*

#### 2.1. Public Comment on all matters pertaining to Closed Session

There was no public comment on the closed session. The Commission went into closed session at 5:10 PM.

#### 2.2. Reconvene in Open Session

The Commission reconvened in open session at 5:25 PM

##### a. Possible report on action taken in Closed Session, pursuant to Government Code Section 54957.1 and 54957.7, and San Francisco Administrative Code Section 67.14(b).

Commissioner Lau moved and Commissioner Nakajo seconded the motion to report on action taken in closed session. The motion was unanimously approved.

Commissioner Conroy reported that the Commission, by unanimous vote, approved the Findings of Fact, with a minor amendment.

##### b. Vote to elect whether to disclose any or all Closed Session discussions, pursuant to San Francisco Administrative Code Section 67.14(a)

Commissioner Nakajo moved and Commissioner Lau seconded that none of the discussion held during closed would be disclosed. The motion was unanimously approved.





**3. ADJOURNMENT**

The Special Meeting was adjourned at 5:30 PM

No. 06-7a

Tania Bauer  
Secretary



**FIRE COMMISSION**  
City and County of San Francisco  
Gavin Newsom, Mayor



Paul A. Conroy, *President*  
Stephen A. Nakajo, *Vice President*  
Clementine Clarke, *Commissioner*  
George Lau, *Commissioner*  
Victor Makras, *Commissioner*

698 Second Street  
San Francisco, CA 94107  
Telephone 415.558.3451  
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Tania Bauer, *Secretary*

No. 06-07

**FIRE COMMISSION REGULAR MEETING**  
Thursday – February 23, 2006 – 6:00 p.m.  
698 Second Street, Room 102

**AGENDA**

*Item No.*

**1. ROLL CALL**

President  
Vice President  
Commissioner  
Commissioner  
Commissioner

Paul A. Conroy  
Stephen A. Nakajo  
Clem Clarke  
George Lau  
Victor Makras

Chief of Department

Joanne Hayes-White

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**2. PUBLIC COMMENT**

Members of the public may address the Fire Commission on items of interest to the public, which are within the subject matter jurisdiction of the Commission. Members of the public may address the Fire Commission for up to three minutes.

**3. APPROVAL OF THE MINUTES [Action]**

Regular Meeting of January 26, 2006, Special Meeting of January 12, 2006 (4:00 p.m.), and Regular Meeting of February 9, 2006.

*Action to be taken: Approval of the minutes*

**4. CONSENT CALENDAR (Items A through C)**

All matters listed hereunder constitute a Consent Calendar, are considered to be routine by the Fire Commission, and will be acted upon by a single roll-call vote of the Commission. There will be no separate discussion of these items unless a member of the Commission or a member of the public so requests, in which event the matter shall be removed from the Consent Calendar and considered as a separate item.

**San Francisco Fire Commission**  
**NOTICE OF COMMISSION PROCEDURES**

**Commission Office**

The San Francisco Fire Commission Office is located at 698 Second Street, Room 220, San Francisco, CA 94107. The telephone number is (415) 558-3451; the fax number is (415) 558-3413. The web address is [www.sfgov.org/fire\\_comm/](http://www.sfgov.org/fire_comm/). Office hours are from 8:30 a.m. to 5:00 p.m. Monday through Friday.

**Documents for Public Inspection**

Documents referred to in the agenda, if more than one page in length, are available for public inspection and copying at the Commission Office.

**Information on Disability Access**

The Fire Commission regularly meets at Fire Department Headquarters, Room 102, 698 Second Street on the 2<sup>nd</sup> and 4<sup>th</sup> Thursday of the month.

The Fire Commission meeting room is wheelchair accessible. The closest accessible MUNI lines serving this location: 15 Third, 42 Downtown Loop, and N Judah (Second and King). Additional lines serving this location are the 30 Stockton and 45 Union. For more information about MUNI accessible services, call (415) 923-6142.

The following services are available on request 48 hours prior to the meeting: (1) American Sign Language interpreters; (2) use of readers, (3) sound enhancement system, and (4) alternative formats of the agenda and minutes. Please contact the Secretary, Fire Commission, at (415) 558-3451 to make arrangements. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

**Policy on use of Cell Phones, Pagers and Similar Sound-Producing Electronic Devices at and During Public Meetings**

The ringing and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

**Know your Rights under the Sunshine Ordinance**

*(Chapter 67 of the San Francisco Administrative Code)*

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance, or to report a violation of the ordinance, or to obtain a free copy of the Sunshine Ordinance, contact Donna Hall, Administrator of the Sunshine Ordinance Task Force, 1 Dr. Canton B. Goodlett Place, Room 409, San Francisco, CA 94 102-4683 at (415) 554-7724, by fax: (415) 554-7854, by e-mail: [Donna.Hall@sfgov.org](mailto:Donna.Hall@sfgov.org) or on the City's website at [www.sfgov.org/bdsupvrs/sunshine](http://www.sfgov.org/bdsupvrs/sunshine).

**San Francisco Lobbyist Ordinance**

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist (SF Campaign & Governmental Conduct Code § 2.100) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the San Francisco Ethics Commission at 30 Van Ness Ave., Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and web site <http://www.sfgov.org/ethics/>.



#### 4.A. Monthly Reports on Personnel Matters *[Discussion]*

##### Division of Training

Submitting monthly report from Division of Training concerning activities performed during January 2006.

##### Physician's Reports

Submitting biweekly report of Fire Department Physician concerning disability injuries, January 14 through January 27, 2006, and January 28 through February 10, 2006.

##### Appointments

Reporting the following PERMANENT appointment effective *JANUARY 29, 2006*:

###### *H2 Firefighter*

Todd M. Plunkett

Reporting the following PERMANENT EXEMPT appointment effective *JANUARY 23, 2006*:

###### *1804 Statistician*

Vera Klimkovskaia (vice: ASO Authorized)

##### Return to Former Classification

Reporting that Permanent Exempt H53 EMS Chief Glenn E. Ortiz-Schuldt has been returned to his permanent position as H20 Lieutenant, effective January 28, 2006, and appointed Acting H30 Captain.

##### Retirements

Communications received from Retirement Board indicating the following members have retired:

<i>Name</i>	<i>Rank</i>	<i>Type</i>	<i>Retirement Date</i>
Revel, Rene H.	H40 Battalion Chief	Service	Jan. 28, 2006
Lafferty, William J.	H33 Captain, EMS	Service	Jan. 14, 2006
Carroll, David A.	H30 Captain	Service	Jan. 28, 2006
Schafer, Charles L.	H30 Captain	Service	Jan. 28, 2006
Hill, Steven H.	H20 Lieutenant	Service	Jan. 28, 2006
McMahon, Gerald J.	H20 Lieutenant	Service	Jan. 24, 2006
Murphy, Eugene W.	H20 Lieutenant	Service	Jan. 10, 2006
Monroe, Matthew R.	H3 Firefighter/Paramedic	Ind. Dis.	Dec. 20, 2005
Kearney, Brian D.	H2 Firefighter	Service	Jan. 13, 2006
Von Wartburg, Linda L.	H2 Firefighter	Service	Jan. 01, 2006

*(Retirement Certificates will be presented at Fire Commission Meeting of March 23, 2006)*

##### Suspensions

Reporting the following suspensions:

<i>No./Rank of Members</i>	<i>Unit</i>	<i>Days Suspended</i>	<i>Dates</i>	<i>Violation of</i>
1 H33 Captain, EMS	Rescue Captain 1	4	03-02-06 03-03-06 and 03-05-06 03-06-06	Sec. 3905 (Unfamiliarity w/Rules Sec. 3919 (Unacceptable Language) Sec. 3922 (Acts Detrimental to Welfare of Department)

<i>No./Rank of Members</i>	<i>Unit</i>	<i>Days Suspended</i>	<i>Dates</i>	<i>Violation of</i>
1 H2 Firefighter	Engine	6	03-02-06	Sec. 3926 (Tardiness & Failure
	35	work days	03-03-06	to Report)
			and	
			03-05-06	
			03-06-06	
			and	
			03-08-06	
			03-09-06	

<i>No./Rank of Members</i>	<i>Unit</i>	<i>Days Suspended</i>	<i>Dates</i>	<i>Violation of</i>
1 H2 Firefighter	Medic	90 calendar	01-12-06	Sec. 3912 (Intoxicants &
	5	days	thru	Drugs)
			02-27-06	
			(w/credit	
			for	
			11-30-05	
			thru	
			01-11-06)	

### **Resignation**

Reporting resignation of Permanent Exempt 1804 Statistician Vera Klimkovskaia, effective January 30, 2006. (Resigned in order to accept other employment. Started work 01-23-06.)

### **Leaves**

Reporting leave of absence with pay for Firefighter Paul Barry, for five days, February 19 through February 23, 2006, in order to travel to San Diego, California, for the Firehouse World Exposition. Estimated cost for transportation, lodging and registration fee is \$1,250.00, and is included in the FY 2005-06 budget. Firefighter Barry will not be replaced.

Reporting leave of absence with pay for Captain Mario Ballard and Inspector Barbara Schultheis, Bureau of Fire Prevention, for five days, February 27 through March 3, 2006, in order to attend the *EduCode International Conference*, presented by the International Code Council in Las Vegas, Nevada. Registration, transportation and lodging will be paid by Captain Ballard and Inspector Schultheis and reimbursed through the Training Committee. Captain Ballard and Inspector Schultheis will not be replaced.

Reporting leave of absence with pay for Captain Thomas Harvey, Inspector Patrick Stranahan and Lieutenant Brendan O'Leary, Bureau of Fire Prevention, for five days, March 13 through March 17, 2006, in order to attend the *Annual Fire Prevention Workshop*, presented by the California Fire Prevention Institute in Santa Ynez, California. All expenses will be paid by Captain Ballard, Inspector Stranahan and Lieutenant O'Leary, and reimbursed through the Training Committee. Members will not be replaced.

Reporting leave of absence with pay for Firefighter/Paramedic Larry Para, for one day, February 10, 2006, in order to travel to Seattle, Washington, with members of Central Shops for the final inspection of the San Francisco Fire Department's Multi Casualty Unit. The cost for his travel is covered in the contract with the awarded company, Braun Northwest. There is not cost to the San Francisco Fire Department. Firefighter/Paramedic Para will not be replaced.

Reporting leave of absence with pay for Inspector Mary Tse, Bureau of Fire Prevention, for four days, February 21 through February 24, 2006, in order to attend the *40 Hour HazWoper Training Class*, presented by Compliance Solutions, in South San Francisco, California. All

expenses will be paid by Inspector Tse, and reimbursed through the Training Committee. She will not be replaced.

Reporting leave of absence with pay for Inspector Kenneth Cofflin, Bureau of Fire Prevention, for four days, February 28 through March 3, 2006, in order to attend the *40 Hour HazWoper Training Class*, presented by Compliance Solutions, in Oakland, California. All expenses will be paid by Inspector Cofflin, and reimbursed through the Training Committee. He will not be replaced.

Reporting leave of absence with pay for Inspectors Alec Balmy and Gerald Zari, Bureau of Fire Prevention, for five days, March 27 through March 31, 2006, in order to attend *Fire Prevention 3B – Plan Review* class, presented by the Industrial Emergency Council in San Carlos, California. All expenses will be paid by Inspectors Balmy and Zari, and reimbursed through the Training Committee. They will not be replaced.

Reporting leave of absence with pay for Inspector Michie Wong, Bureau of Fire Prevention, for three days, May 16 through May 18, 2006, in order to attend the *Plan Review, Underground Piping and Seismic Protection* class, presented by the National Fire Sprinkler Association in Richmond, California. All expenses will be paid by Inspector Wong, and reimbursed through the Training Committee. She will not be replaced.

Reporting leaves of absence with pay for the time period from August 2005 through July 2006 for the following:

No. of Members	Rank	Total amount of leave (days)
1	7388 Utility Plumber	20
10	H2 Firefighter	268
1	H3 Firefighter/Paramedic	6
3	H20 Lieutenant	56
2	H30 Captain	73
1	H33 Rescue Captain	12
	Total Number of Days with Pay	435

Reporting intermittent leaves with pay for the time period from June 2005 through April 2007 for the following:

No. of Members	Rank	Dates of leave
1	1426 Senior Clerk Typist	Feb 16, 2006 – Feb 16, 2007
1	H2 Firefighter	Dec 1, 2005 – Dec 1, 2006
1	H2 Firefighter	Jan 2, 2006 – Jan 1, 2007
1	H2 Firefighter	Mar 22, 2006 – Mar 21, 2007
1	H2 Firefighter	Dec 2, 2005 – Dec 1, 2006
1	H2 Firefighter	June 1, 2005 – June 1, 2006
1	H2 Firefighter	June 1, 2006 – April 1, 2007
1	H2 Firefighter	Mar 2, 2006 – Oct 1, 2006
1	H20 Lieutenant	Jan 13, 2006 – Jan 12, 2007
1	H20 Lieutenant	Jan 20, 2006 – Jan 19, 2007
1	H3 Firefighter/Paramedic	Dec 2, 2005 – Dec 1, 2006
1	H6 Fire Investigator	Nov 8, 2005 – Aug 15, 2006
1	H10 Incident Support Specialist	Jan 24, 2006 – Jan 23, 2007
1	H30 Captain	Mar 5, 2006 – Mar 4, 2007
1	H30 Captain	Feb 26, 2006 – Feb 27, 2007
1	H33 Rescue Captain	April 1, 2006 – Feb 22, 2007



Reporting leaves of absence without pay for the time period from June 2004 through March 2006 for the following:

No. of Members	Rank	Total amount of leave (days)
4	H2 Firefighter	221
1	H20 Lieutenant	72
	Total number of Days w/o Pay	293

### Military Leave

Reporting approval of application from one member for Military Leave of Absence with pay, in order to comply with Military Orders received from his commanding officer:

Name	Rank	Dates	Days	Military Organization	Purpose
Meneses, Ferdinand SSG E-5	H2 FF	02-10-06 thru 09-30-06	233	US Air Force Res. Tinker AFB, OK	Attend Active Duty Training

(Note: The above military leave is to be paid as follows:  
With pay for the first 30 days from 02-10-06 through 03-11-06  
Military leave supplementation for duration of the leave)

### Military Leaves

Reporting approval of applications from two members for Military Leaves of Absence without pay, in order to comply with Military Orders received from their commanding officers:

Name	Rank	Dates	Days	Military Organization	Purpose
Caulder, Leonard SSG	H3 FF/PM	02-04-06 02-05-06	2	US Air Force Res. Travis AFB, CA	Attend Active Duty Training
Meneses, Ferdinand SSG E-5	H2 FF	02-04-06 02-05-06	2	US Air Force Res. Channel Islands ANG Station	Attend Inactive Duty Training

### 4.B. Accidents [Discussion]

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	Accident No.	Accident Date	Serial No.	Category	Recommendation
Truck 14	05-6-105	1/3/2006	611	A	File
Cause:	Driving skill deficiency - While backing into Station 14, Trk 14 struck a parked civilian vehicle				
Rescue 1	05-6-106	1/5/2006	861	A	File
Cause:	Driver inattention to spotters - While backing into Station 1, Res 1 struck Eng 1; spotters were posted, driver did not heed their warning				



EMS RC 1	05-6-107	1/6/2006	916	B	Bill
Cause:	Struck by vehicle - While responding with red lights and siren and proceeding through intersection with a green light, RC 1 was struck by a civilian vehicle that did not yield				
Engine 7	05-6-108	1/9/2006	525	B	Bill
Cause:	Struck by vehicle - While travelling west on 19th Street, Eng 1 was struck at high speed by a truck that ran a red light				
Engine 8	05-6-110	1/13/2006	512	C	File
Cause:	Driving skill deficiency - While merging into an adjacent lane, Eng 8 struck a civilian vehicle				
BFP	05-6-111	1/9/2006	44	B	Bill
Cause:	Struck by vehicle - While stopped, BFP vehicle was struck by a civilian vehicle backing into a parking space				
Battalion 7	05-6-112	1/11/2006	411	A	File
Cause:	Driver inattention - While illegally parked, Batt 7 was struck by Muni LRV				
Truck 3	05-6-113	1/12/2006	632	B	File
Cause:	Struck by vehicle - While Trk 3 was parked and driver opening door to exit, Trk 3 was struck by a passing vehicle				
Engine 28	05-6-114	1/12/2006	584	A	File
Cause:	Driving skill deficiency - While backing into quarters, driver of Eng 28 turned too sharply and struck a parked civilian vehicle; spotters were posted but were unable to prevent accident				
Engine 20	05-6-115	1/16/2006	505	A	File
Cause:	Misjudged clearance - While leaving an incident, Eng 20 struck a parked civilian vehicle				
Engine 33	05-6-116	1/22/2006	527	A	File
Cause:	Driver inattention - While backing up, Eng 33 struck a handicap railing				

Medic 13	05-6-117	1/19/2006	741	C	File
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Cause: Misjudged clearance - While returning to quarters, Medic 13 struck the mirror of another vehicle, breaking both mirrors

Engine 41	05-6-118	1/27/2006	536	A	File
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Cause: Misjudged clearance - While responding with red lights and siren through stopped traffic, Eng 41 struck another vehicle

BOE	05-6-119	1/30/2006	0	A	File
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Cause: Misjudged clearance - While exiting a parking space, BOE vehicle made contact with another vehicle

Truck 10	05-6-120	1/30/2006	613	B	File
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Cause: Struck by vehicle - While parked at an incident, Trk 10 was struck by a motor scooter

Engine 41	05-6-121	1/31/2006	536	B	Bill
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Cause: While travelling down Hyde Street, Eng 41 struck a civilian vehicle that cut in front of Eng 41

Engine 34	05-6-122	2/4/2006	591	A	File
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Cause: Misjudged clearance - While maneuvering around another vehicle, Eng 34 struck the mirror of a parked civilian vehicle

*Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.*

*Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.*

*Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.*

#### **4.C. Communications Received by Commission [Discussion]**

The following communications have been received by the Commission from January 20, 2006 through February 16, 2006:

1. From Johnson Hor thanking the Secretary and Kaiser for their prompt response and explanation regarding the plight of his mother when she received a bill for collection for SFFD ambulance services. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

2. From John Hanley, President, San Francisco Firefighters Local 798, apprising the Commission of a response from Julie Gerberding, M.D., Director, Public Health Service, Department of Health and Human Services, who referred them to the Northern California Cancer Center in Fremont. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.
3. From Carol Weinstein, writing in support of the NERT training program, which she had just finished, and stating that it is vital that this basic emergency response training be offered to the citizens of San Francisco to ensure their and the city's survival in the wake of the next disaster. Copy: Commissioners, Chief of Department and Deputy Chief, Administration.
4. From William Newmeyer, M.D., writing in support of the NERT training program, endorsing and recommending it to all San Franciscans since he feels much better prepared to cope with, and be useful in, a disaster situation. Copy: Commissioners, Chief of Department and Deputy Chief, Administration.
5. From Mary Lou Gerstle, praising the NERT program as the best program ever offered in San Francisco, and considering the NERT training vital to the community and that this training will help save peoples lives. Copy: Commissioners, Chief of Department and Deputy Chief, Administration.

*Action to be taken: Approval of the Consent Calendar (Items A through C)*

## **5. REGULAR CALENDAR – NEW BUSINESS**

### **5.A. Chief of Department's Report [Discussion]**

Report from Chief of Department Joanne Hayes-White on current issues, including discussion of the FY 2006-07 Budget, updates on Divisions within the Department, including Operations, EMS and EMS Reconfiguration.

#### **REPORT FROM ADMINISTRATION**

Report from Gary P. Massetani, Deputy Chief, Administration, with continuing discussion of the current budget and FY 2006-07 Budget and updates on Administrative Divisions.

### **5.B. Leave of Absence [Action]**

Submitting request for leave of absence with pay from Chief of Department Joanne Hayes-White, for seven days, March 18 through March 24, 2005, in order to attend the "Countering Terrorism: Sharing Experiences and Expertise" conference sponsored by the State of Israel, Ministry of Foreign Affairs. The conference will be held at the Ministry of Foreign Affairs in Jerusalem, Israel. Conference fees, accommodations, and meals are provided by the Israeli Ministry of Foreign Affairs. The source of funds for airfare is provided for in the 2005-2006 Fire Department approved budget.

*Action to be taken: Approval of leave of absence*

**5.C. EMS Billing and Collections Contract – American Medibanc [Action]**

Submitting for review and approval a proposed contract with American Medibanc for Emergency Medical Services billing and collections. In addition to generating approximately \$19 million per year in revenue, the contract will provide the Department a system for electronic patient data collection. American Medibanc will be paid on a contingency fee basis. The term of the contract is four years, with two renewal options of two years each.

*Action to be taken: Approval of EMS Billing and Collections contract*

**5.D. Disciplinary Hearing Assignment [Discussion]**

Assignment of disciplinary matters pending against the following member(s) to an individual Commissioner for the taking of evidence on a date to be determined by the assigned Commissioner.

<i>Name</i>	<i>Case No.</i>	<i>Type of Case</i>
Firefighter Amy Swanson	06 – 2	Suspension Appeal

**5.E. Certificate of Completion [Discussion]**

Presenting to Lieutenant Nicol Juratovac a Certificate of Completion of the four-year "Executive Fire Officer Program" from the National Fire Academy of the United States Fire Administration.

**6. ADJOURNMENT**



**FIRE COMMISSION**  
City and County of San Francisco  
Gavin Newsom, Mayor



Paul A. Conroy, *President*  
Stephen A. Nakajo, *Vice President*  
Clementine Clarke, *Commissioner*  
George Lau, *Commissioner*  
Victor Makras, *Commissioner*

698 Second Street  
San Francisco, CA 94107  
Telephone 415.558.3451  
Fax 415.558.3413  
Tania Bauer, *Secretary*

No. 06-07

**MINUTES OF THE FIRE COMMISSION**

**Regular Meeting – Thursday – February 23, 2006 – 6:00 p.m.**  
698 Second Street, Room 102

*Item No.*

**1. ON ROLL CALL**, the following were noted present:

President Paul A. Conroy  
Vice President Stephen A. Nakajo  
Commissioner Clem Clarke (Excused 8:30 p.m.)  
Commissioner George Lau  
Commissioner Victor Makras

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Joanne M. Hayes-White  
Richard E. Kochevar  
Gary P. Massetani

Chief of Department  
Deputy Chief, Operations  
Deputy Chief, Administration

**Assistant Deputy Chiefs – Staff:**

Patrick J. Casserly  
Paul H. Chin  
Thomas A. Siragusa  
Robert Navarro

Division of Airports  
Division of Fire Prevention and Investigation  
Division of Training  
Division of Homeland Security

**Chief Officers – Firefighting Services:**

Frank T. Cardinale  
Johnny R. Lo

Division 2  
Division 3

**2. PUBLIC COMMENT**

*John Darmanin*, referring to the recent article about random drug testing in the *Examiner*, reiterated his concern with the Department's methodology, and considered it to have many flaws. He wondered if the Department has two different standards or tests, one for the crew of the fireboat and members of the BOE (Bureau of Equipment), and another for the rest of the Department when it undertakes testing.



### **3. APPROVAL OF THE MINUTES [Action]**

Regular Meeting of January 26, 2006, Special Meeting of January 12, 2006 (4:00 p.m.), and Regular Meeting of February 9, 2006.

Commissioner Clarke moved and Commissioner Makras seconded. There were no questions or discussion and the minutes were approved as presented.

#### **PUBLIC COMMENT**

*John Darmanin* considered the Fire Commission to be out of compliance with the Sunshine Ordinance which he believed required that the minutes be ready for approval within 10 days. He believes that if there are extenuating circumstances for minutes being late, they should be explained to the public.

### **4. CONSENT CALENDAR**

All matters listed hereunder (Items A through C) constitute a Consent Calendar, were considered to be routine by the Fire Commission, and were acted upon by a single roll-call vote of the Commission. At the request of John Darmanin, Items A through C were removed from the Consent Calendar.

#### **4.A. Monthly Reports on Personnel Matters [Discussion]**

(Removed from Consent Calendar)

##### **Division of Training**

Submitting monthly report from Division of Training concerning activities performed during January 2006.

##### **Physician's Reports**

Submitting biweekly report of Fire Department Physician concerning disability injuries, January 14 through January 27, 2006, and January 28 through February 10, 2006.

##### **Appointments**

Reporting the following PERMANENT appointment effective *JANUARY 29, 2006*:

*H2 Firefighter*

Todd M. Plunkett

Reporting the following PERMANENT EXEMPT appointment effective *JANUARY 23, 2006*:

*1804 Statistician*

Vera Klimkovskaia (vice: ASO Authorized)

##### **Return to Former Classification**

Reporting that Permanent Exempt H53 EMS Chief Glenn E. Ortiz-Schuldt has been returned to his permanent position as H20 Lieutenant, effective January 28, 2006, and appointed Acting H30 Captain.

## Retirements

Communications received from Retirement Board indicating the following members have retired:

<i>Name</i>	<i>Rank</i>	<i>Type</i>	<i>Retirement Date</i>
Revel, Rene H.	H40 Battalion Chief	Service	Jan. 28, 2006
Lafferty, William J.	H33 Captain, EMS	Service	Jan. 14, 2006
Carroll, David A.	H30 Captain	Service	Jan. 28, 2006
Schafer, Charles L.	H30 Captain	Service	Jan. 28, 2006
Hill, Steven H.	H20 Lieutenant	Service	Jan. 28, 2006
McMahon, Gerald J.	H20 Lieutenant	Service	Jan. 24, 2006
Murphy, Eugene W.	H20 Lieutenant	Service	Jan. 10, 2006
Monroe, Matthew R.	H3 Firefighter/Paramedic	Ind. Dis.	Dec. 20, 2005
Kearney, Brian D.	H2 Firefighter	Service	Jan. 13, 2006
Von Wartburg, Linda L.	H2 Firefighter	Service	Jan. 01, 2006

*(Retirement Certificates will be presented at Fire Commission Meeting of March 23, 2006)*

## Suspensions

Reporting the following suspensions:

<i>No./Rank of Members</i>	<i>Unit</i>	<i>Days Suspended</i>	<i>Dates</i>	<i>Violation of</i>
1 H33 Captain, EMS	Rescue Captain 1	4	03-02-06 03-03-06 and 03-05-06 03-06-06	Sec. 3905 (Unfamiliarity w/Rules Sec. 3919 (Unacceptable Language) Sec. 3922 (Acts Detrimental to Welfare of Department)
1 H2 Firefighter	Engine 35	6 work days	03-02-06 03-03-06 and 03-05-06 03-06-06 and 03-08-06 03-09-06	Sec. 3926 (Tardiness & Failure to Report)
1 H2 Firefighter	Medic 5	90 calendar days	01-12-06 thru 02-27-06 (w/credit for 11-30-05 thru 01-11-06)	Sec. 3912 (Intoxicants & Drugs)

## Resignation

Reporting resignation of Permanent Exempt 1804 Statistician Vera Klimkovskaia, effective January 30, 2006. (Resigned in order to accept other employment. Started work 01-23-06.)

## Leaves

Reporting leave of absence with pay for Firefighter Paul Barry, for five days, February 19 through February 23, 2006, in order to travel to San Diego, California, for the Firehouse World



Exposition. Estimated cost for transportation, lodging and registration fee is \$1,250.00, and is included in the FY 2005-06 budget. Firefighter Barry will not be replaced.

Reporting leave of absence with pay for Captain Mario Ballard and Inspector Barbara Schultheis, Bureau of Fire Prevention, for five days, February 27 through March 3, 2006, in order to attend the *EduCode International Conference*, presented by the International Code Council in Las Vegas, Nevada. Registration, transportation and lodging will be paid by Captain Ballard and Inspector Schultheis and reimbursed through the Training Committee. Captain Ballard and Inspector Schultheis will not be replaced.

Reporting leave of absence with pay for Captain Thomas Harvey, Inspector Patrick Stranahan and Lieutenant Brendan O'Leary, Bureau of Fire Prevention, for five days, March 13 through March 17, 2006, in order to attend the *Annual Fire Prevention Workshop*, presented by the California Fire Prevention Institute in Santa Ynez, California. All expenses will be paid by Captain Ballard, Inspector Stranahan and Lieutenant O'Leary, and reimbursed through the Training Committee. Members will not be replaced.

Reporting leave of absence with pay for Firefighter/Paramedic Larry Para, for one day, February 10, 2006, in order to travel to Seattle, Washington, with members of Central Shops for the final inspection of the San Francisco Fire Department's Multi Casualty Unit. The cost for his travel is covered in the contract with the awarded company, Braun Northwest. There is not cost to the San Francisco Fire Department. Firefighter/Paramedic Para will not be replaced.

Reporting leave of absence with pay for Inspector Mary Tse, Bureau of Fire Prevention, for four days, February 21 through February 24, 2006, in order to attend the *40 Hour HazWoper Training Class*, presented by Compliance Solutions, in South San Francisco, California. All expenses will be paid by Inspector Tse, and reimbursed through the Training Committee. She will not be replaced.

Reporting leave of absence with pay for Inspector Kenneth Cofflin, Bureau of Fire Prevention, for four days, February 28 through March 3, 2006, in order to attend the *40 Hour HazWoper Training Class*, presented by Compliance Solutions, in Oakland, California. All expenses will be paid by Inspector Cofflin, and reimbursed through the Training Committee. He will not be replaced.

Reporting leave of absence with pay for Inspectors Alec Balmy and Gerald Zari, Bureau of Fire Prevention, for five days, March 27 through March 31, 2006, in order to attend *Fire Prevention 3B – Plan Review* class, presented by the Industrial Emergency Council in San Carlos, California. All expenses will be paid by Inspectors Balmy and Zari, and reimbursed through the Training Committee. They will not be replaced.

Reporting leave of absence with pay for Inspector Michie Wong, Bureau of Fire Prevention, for three days, May 16 through May 18, 2006, in order to attend the *Plan Review, Underground Piping and Seismic Protection* class, presented by the National Fire Sprinkler Association in Richmond, California. All expenses will be paid by Inspector Wong, and reimbursed through the Training Committee. She will not be replaced.

Reporting leaves of absence with pay for the time period from August 2005 through July 2006 for the following:

No. of Members	Rank	Total amount of leave (days)
1	7388 Utility Plumber	20
10	H2 Firefighter	268
1	H3 Firefighter/Paramedic	6

3	H20 Lieutenant	56
2	H30 Captain	73
1	H33 Rescue Captain	12
Total Number of Days with Pay		435

Reporting intermittent leaves with pay for the time period from June 2005 through April 2007 for the following:

<i>No. of Members</i>	<i>Rank</i>	<i>Dates of leave</i>
1	1426 Senior Clerk Typist	Feb 16, 2006 – Feb 16, 2007
1	H2 Firefighter	Dec 1, 2005 – Dec 1, 2006
1	H2 Firefighter	Jan 2, 2006 – Jan 1, 2007
1	H2 Firefighter	Mar 22, 2006 – Mar 21, 2007
1	H2 Firefighter	Dec 2, 2005 – Dec 1, 2006
1	H2 Firefighter	June 1, 2005 – June 1, 2006
1	H2 Firefighter	June 1, 2006 – April 1, 2007
1	H2 Firefighter	Mar 2, 2006 – Oct 1, 2006
1	H20 Lieutenant	Jan 13, 2006 – Jan 12, 2007
1	H20 Lieutenant	Jan 20, 2006 – Jan 19, 2007
1	H3 Firefighter/Paramedic	Dec 2, 2005 – Dec 1, 2006
1	H6 Fire Investigator	Nov 8, 2005 – Aug 15, 2006
1	H10 Incident Support Specialist	Jan 24, 2006 – Jan 23, 2007
1	H30 Captain	Mar 5, 2006 – Mar 4, 2007
1	H30 Captain	Feb 26, 2006 – Feb 27, 2007
1	H33 Rescue Captain	April 1, 2006 – Feb 22, 2007

Reporting leaves of absence without pay for the time period from June 2004 through March 2006 for the following:

<i>No. of Members</i>	<i>Rank</i>	<i>Total amount of leave (days)</i>
4	H2 Firefighter	221
1	H20 Lieutenant	72
Total number of Days w/o Pay		293

### Military Leave

Reporting approval of application from one member for Military Leave of Absence with pay, in order to comply with Military Orders received from his commanding officer:

<i>Name</i>	<i>Rank</i>	<i>Dates</i>	<i>Days</i>	<i>Military Organization</i>	<i>Purpose</i>
Meneses, Ferdinand SSG E-5	H2 FF	02-10-06 thru 09-30-06	233	US Air Force Res. Tinker AFB, OK	Attend Active Duty Training

(Note: The above military leave is to be paid as follows:  
With pay for the first 30 days from 02-10-06 through 03-11-06  
Military leave supplementation for duration of the leave)

### Military Leaves

Reporting approval of applications from two members for Military Leaves of Absence without pay, in order to comply with Military Orders received from their commanding officers:

<i>Name</i>	<i>Rank</i>	<i>Dates</i>	<i>Days</i>	<i>Military Organization</i>	<i>Purpose</i>
Caulder, Leonard SSG	H3 FF/PM	02-04-06 02-05-06	2	US Air Force Res. Travis AFB, CA	Attend Active Duty Training

Meneses, Ferdinand	H2 FF	02-04-06	2	US Air Force Res.	Attend Inactive
SSG E-5		02-05-06		Channel Islands	Duty Training
				ANG Station	

#### PUBLIC COMMENT

*John Darmanin* reiterated his concern with training records at the Airport. He stated his belief that current training records do not accurately reflect the on-going training.

Commissioner Makras moved and Commissioner Lau seconded. There were no further questions or discussion and Item 4.A. was unanimously approved.

#### 4.B. Accidents [Discussion]

(Removed from Consent Calendar)

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	Accident No.	Accident Date	Serial No.	Category	Recommendation
Truck 14	05-6-105	1/3/2006	611	A	File
Cause:	Driving skill deficiency - While backing into Station 14, Trk 14 struck a parked civilian vehicle				
Rescue 1	05-6-106	1/5/2006	861	A	File
Cause:	Driver inattention to spotters - While backing into Station 1, Res 1 struck Eng 1; spotters were posted, driver did not heed their warning				
EMS RC 1	05-6-107	1/6/2006	916	B	Bill
Cause:	Struck by vehicle - While responding with red lights and siren and proceeding through intersection with a green light, RC 1 was struck by a civilian vehicle that did not yield				
Engine 7	05-6-108	1/9/2006	525	B	Bill
Cause:	Struck by vehicle - While travelling west on 19th Street, Eng 1 was struck at high speed by a truck that ran a red light				
Engine 8	05-6-110	1/13/2006	512	C	File
Cause:	Driving skill deficiency - While merging into an adjacent lane, Eng 8 struck a civilian vehicle				
BFP	05-6-111	1/9/2006	44	B	Bill



Cause: Struck by vehicle - While stopped, BFP vehicle was struck by a civilian vehicle backing into a parking space

Battalion 7                      05-6-112                      1/11/2006                      411                      A                      File

Cause: Driver inattention - While illegally parked, Batt 7 was struck by Muni LRV

Truck 3                      05-6-113                      1/12/2006                      632                      B                      File

Cause: Struck by vehicle - While Trk 3 was parked and driver opening door to exit, Trk 3 was struck by a passing vehicle

Engine 28                      05-6-114                      1/12/2006                      584                      A                      File

Cause: Driving skill deficiency - While backing into quarters, driver of Eng 28 turned too sharply and struck a parked civilian vehicle; spotters were posted but were unable to prevent accident

Engine 20                      05-6-115                      1/16/2006                      505                      A                      File

Cause: Misjudged clearance - While leaving an incident, Eng 20 struck a parked civilian vehicle

Engine 33                      05-6-116                      1/22/2006                      527                      A                      File

Cause: Driver inattention - While backing up, Eng 33 struck a handicap railing

Medic 13                      05-6-117                      1/19/2006                      741                      C                      File

Cause: Misjudged clearance - While returning to quarters, Medic 13 struck the mirror of another vehicle, breaking both mirrors

Engine 41                      05-6-118                      1/27/2006                      536                      A                      File

Cause: Misjudged clearance - While responding with red lights and siren through stopped traffic, Eng 41 struck another vehicle

BOE                      05-6-119                      1/30/2006                      0                      A                      File

Cause: Misjudged clearance - While exiting a parking space, BOE vehicle made contact with another vehicle

Truck 10                      05-6-120                      1/30/2006                      613                      B                      File



Cause: Struck by vehicle - While parked at an incident, Trk 10 was struck by a motor scooter

Engine 41                      05-6-121                      1/31/2006                      536                      B                      Bill

Cause: While travelling down Hyde Street, Eng 41 struck a civilian vehicle that cut in front of Eng 41

Engine 34                      05-6-122                      2/4/2006                      591                      A                      File

Cause: Misjudged clearance - While maneuvering around another vehicle, Eng 34 struck the mirror of a parked civilian vehicle

*Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.*

*Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.*

*Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.*

#### PUBLIC COMMENT

*John Darmanin* reiterated his concern with accidents not decreasing and believes that the Department should take proactive steps through better training, specifically, training in emergency vehicle operations which is offered by the California Highway Patrol in Sacramento.

Commissioner Clarke moved and Commissioner Makras seconded. There were no further questions or discussion and Item 4.B. was unanimously approved.

#### **4.C. Communications Received by Commission [Discussion]**

(Removed from Consent Calendar)

The following communications have been received by the Commission from January 20, 2006 through February 16, 2006:

1. From Johnson Hor thanking the Secretary and Kaiser for their prompt response and explanation regarding the plight of his mother when she received a bill for collection for SFFD ambulance services. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.
2. From John Hanley, President, San Francisco Firefighters Local 798, apprising the Commission of a response from Julie Gerberding, M.D., Director, Public Health Service, Department of Health and Human Services, who referred them to the Northern California Cancer Center in Fremont. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.
3. From Carol Weinstein, writing in support of the NERT training program, which she had just finished, and stating that it is vital that this basic emergency response training be offered to the citizens of San Francisco to ensure their and the city's survival in the wake of the next disaster. Copy: Commissioners, Chief of Department and Deputy Chief, Administration.
4. From William Newmeyer, M.D., writing in support of the NERT training program, endorsing

and recommending it to all San Franciscans since he feels much better prepared to cope with, and be useful in, a disaster situation. Copy: Commissioners, Chief of Department and Deputy Chief, Administration.

5. From Mary Lou Gerstle, praising the NERT program as the best program ever offered in San Francisco, and considering the NERT training vital to the community and that this training will help save peoples lives. Copy: Commissioners, Chief of Department and Deputy Chief, Administration.

#### PUBLIC COMMENT

John Darmanin believes that the Commission only lists letters that are favorable to the Department and excludes letters that are unfavorable. He wishes that this policy be changed.

Commissioner Makras moved and Commissioner Clarke seconded. There were no further questions or discussion and Item 4.C. was unanimously approved.

### 5. REGULAR CALENDAR – NEW BUSINESS

#### 5.A. Chief of Department's Report *[Discussion]*

Report from Chief of Department Joanne Hayes-White on current issues, including discussion of the FY 2006-07 budget, updates on Divisions within the Department, including Operations, EMS and EMS Reconfiguration.

Joanne Hayes-White, Chief of the Department, presented the report.

Random On-Duty Drug and Alcohol Testing – Chief Hayes-White referred to an article in the *Examiner* regarding random on-duty drug and alcohol testing by the Department and considered it well and fairly written. To date, the San Francisco Fire Department is the only fire Department with such a program in California. The Department's goal is to test approximately 20% of the workforce annually; since last September 150 members have been tested and only one tested positive.

SFStat Presentation – Chief Hayes-White provided a copy to the Commission of her report presented at the Mayor's Office. The report will now be presented quarterly instead of monthly before the Mayor's staff and the Controller. Emphasis is on service delivery and tracking of expenditures. Even though the Department is slightly over budget in overtime expenditures, overall expenditures will be within budget. Another item in the report is retirements, which the Department projected to be 110 at the end of February but the actual number stands at only 55.

EMS Reconfiguration – The Reconfiguration is moving forward. Chief Hayes-White recently presented the new EMS classifications before the Government Audit and Oversight Committee. The Department plans to hire 24 Paramedics in the latter part of March.

DOT Investigation – The investigation is still on-going, with the Department of Human Resources (DHR) playing a major role. The Department has provided all documentation that was requested by the City Attorney's Office and DHR for the investigation.

1906 Earthquake Centennial Celebration – Chief Hayes-White acknowledged the diligent work of the SFFD Historical Society. Plans are underway, by both the Historical Society and the Mayor's Office, to make April 18<sup>th</sup> a memorable day for those participating. There has been some discussion about holding a parade but that is as of yet unconfirmed.



Communications from Community – The Department receives some constructive complaints which are usually related to an operational issue. Overall, communications addressed to the Chief are 25:1 positive. Chief Hayes-White related that she reads all communications addressed to her and her office responds to them.

March of Dimes Walk – The organization is having a walk-a-thon and the Fire Department has been asked to raise \$100,000. Chief Hayes-White was asked to be chair for San Francisco and has accepted. She encouraged everyone to participate since the cause is truly worthwhile.

#### REPORT FROM ADMINISTRATION

Gary Massetani, Deputy Chief, Administration, reported on the actions of the Department after the budget meeting of February 15<sup>th</sup>. He also wished to provide further information regarding questions from the Commission. The first item relates to cost savings from brown-outs in FY 04-05 and FY-05-06 (projected from February on). The Department estimates that the savings will be between \$7.9 to \$8 million. The second item dealt with the projected cost of implementing full staffing as mandated by Prop F and the amount is \$8.3 to \$8.5 million.

Chief Massetani proceeded to review the various items that Commissioners had questioned at the budget meeting, such as acquiring a grant writer and increasing the salary for a full time physician in the Department's Office of the Physician. He pointed these items out in the revised budget that was submitted to the Mayor's Office on February 21<sup>st</sup>.

Commissioner Makras wished to know about the \$10 million that the Commission added to the FY 06-07 base-line budget at the meeting on February 15th. Chief Massetani responded that the amount is actually now \$7.5 million because the projected revenue of \$2.4 million was reduced. The \$7.5 million was not in the baseline budget but it will be negotiated with the Mayor's Office at a later time when the Department finalizes calculations.

Chief Massetani clarified that the money that the Commission asked to be included in the budget was not included, since the directive from the Mayor's Office specifically asked only for the baseline budget. Commissioner Makras noted that the before the Commission now was not the budget that either he or the Commission had voted for, and wished to know why the requested items were not incorporated. Chief Massetani reiterated that the Mayor's directive was to submit only the baseline budget. Chief Hayes-White stated that she understood Commissioner Makras' point and suggested that an addendum be prepared to the budget.

Commissioner Conroy also wished clarification and wished to see what was communicated to the Mayor's Office. He assumed that the Mayor's Office would have received a budget that was amended by the Commission to include an additional \$9.9 million, which took into account \$7.5 million of extra expenditures for Proposition F and a shortfall in revenues of \$2.4 million that could not be achieved. Furthermore, the Commission did not approve the recommendation of adding a 5% contingency to the budget.

Chief Massetani responded that it was the goal of the Department to only draw \$160 million from the General Fund and, therefore, the revenues were taken out and the \$7.5 million, for which the Mayor's Office was responsible, and thereby the Department met the Mayor's directive.

Commissioner Makras asked where in the Department's budget did it indicate to the public, who had voted for full staffing of the fire houses that their mandate would be carried out. He noted that the budget amended by the Commission had included this but not the budget that was submitted by the Department. He considered this to be a miscommunication by the Department. Chief Hayes-White added that she was aware of a document, presented during a meeting at the

Mayor's Office, that had a line item indicating that \$7 million would be needed and would be provided outside of the Fire Department base-line budget. There was also further documentation from the Mayor's Office that the \$7 million will be added in.

Commissioner Lau explained that the \$7.5 million was a number that the Mayor's Office did not want to go into the baseline budget at this point in time and that it would be added later. Chief Massetani agreed with Commissioner Lau stating that the Mayor's Office did not want the Department to include the salary change for funding in the baseline budget and instead directed the Department to remain at FY 05-06 expenditures and reduce the budget by \$365,000. Even though the Department followed the Mayor's directive, it made it very clear that it wanted full staffing by July 1, 2006. He explained that the next phase of the budget cycle includes requests for enhancements and that will be exactly what Commissioner Makras and the rest of the Commission had requested – the \$10 million.

Commissioner Conroy believed that the Department should communicate to the Mayor's Office the budget as it was amended by the Commission at the February 15<sup>th</sup> meeting. Furthermore, in relation to the budget approved by the Commission, the Department should carry out what the Commission asked it to do, understanding that it was in conflict with the directive given it by the Mayor's Office. It is the responsibility of the Fire Commission, by Charter, to approve the budget or to modify it.

Chief Hayes-White noted that there was agreement about what was needed by the Department and suggested that a letter be drafted. Commissioner Makras agreed that a transmittal letter should accompany the budget stating that the baseline budget should be increased by \$7.5 million to cover the cost of implementing Prop F and that General Fund support should be increased by \$2.4 million to cover revenue adjustments and shortfalls.

Further discussion ensued about the actual cost of the Prop F implementation. Chief Massetani added that having had time to work on calculations, the new projected cost of the implementation was between \$8.3 to \$8.5 million. There was also further discussion regarding the Department physician since an increase to the higher classification was still not enough to attract someone with OSHA specialization. Higher classifications existed but they did not report to the Chief of Department. Commissioner Conroy suggested that a new classification be established. The Department agreed to consider this.

#### PUBLIC COMMENT

John Darmanin acknowledged the Commission for assuming responsibility to carry out the voters' mandate and present an accurate budget, which includes funding to keep all fire stations open.

President Conroy directed that the report be accepted and incorporated in the minutes of today's meeting.

#### 5.B. Leave of Absence [Action]

Submitted request for leave of absence with pay from Chief of Department Joanne Hayes-White, for seven days, March 18 through March 24, 2006, in order to attend the "*Countering Terrorism: Sharing Experiences and Expertise*" conference sponsored by the State of Israel, Ministry of Foreign Affairs. The conference will be held at the Ministry of Foreign Affairs in Jerusalem, Israel. Conference fees, accommodations, and meals are provided by the Israeli Ministry of Foreign Affairs. The source of funds for airfare is provided for in the 2005-2006 Fire Department approved budget.



Commissioner Makras moved and Commissioner Clarke seconded. There were no questions or discussion and the leave of absence with pay was approved.

#### **5.C. EMS Billing and Collections Contract – American Medibanc [Action]**

Submitting for review and approval a proposed contract with American Medibanc for Emergency Medical Services billing and collections. In addition to generating approximately \$19 million per year in revenue, the contract will provide the Department a system for electronic patient data collection. American Medibanc will be paid on a contingency fee basis. The term of the contract is four years, with two renewal options of two years each.

Gary Massetani, Deputy Chief of Administration, presented the report assisted by Captain Andy Zanoﬀ and Captain David Anderson.

Chief Massetani reviewed the chronology of the selection process and how the Department came to selecting American Medibanc as its selected vendor to administer the EMS billing and Collections contract. First the request for proposal (RFP) was drafted with assistance of the City Attorney's Office. Next came bid submissions by various companies interested in the contract. The field was then narrowed to six companies and a review panel of six members of the Department was established. The panel reviewed six written proposals and selected three companies to make oral presentations: Accordis, ADPI (Advanced Data Processing, Inc.) and American Medibanc. At this point, the Department conducted field trials using the currently PCR (Patient Care Record) system.

After the field trials were completed, American Medibanc was selected as the preferred vendor, which provided them the ability to negotiate the final contract. Medibanc offered the capability to move from the existing paper PCR system to an electronic one, allowing one year for the transition. The electronic system will increase revenue and accountability for performance, as well as the turnaround rate for accounts receivable. The first year the system is in operation Medibanc will get 7.5% of the revenue collected or approximately \$1.3 to \$1.5 million. Once the electronic system is fully implemented and operating, Medibanc's percent of revenue will drop to 7%, and the following year to 6%. The hardware and software associated with the Medibanc contract will always remain the property of the San Francisco Fire Department. It will be installed and used by all ambulances, engines, rescue captains and rescue squads and includes the Airport.

Commissioner Makras asked for a review of the current collection process. Captain Zanoﬀ explained that the PCR is prepared manually, then electronically scanned and sent to the current billing company, which uploads the scanned documents and prepares the bills to different reimbursement companies. The reimbursements are sent to the Union Bank of California which then posts it to the Department's account. At the end of the month patient returns, incorrect billings and bounced checks are reconciled and the Department receives its monthly amount, which is used to determine the commission for the billing company.

Captain Zanoﬀ explained that the new electronic system will be able to bill within 48 hours of receiving the PCR and, with large percent of the population served is on Medicare, the faster the bill can be delivered to Medicare after the services has been provided, the better the chances are for payment.

Captain Anderson added that the Department is actually purchasing off-the-shelf software that consists both of a field application and a server application. It will take about eight weeks to customize the software specifically to San Francisco protocols and then to state and local requirements for data collection. He assured Commissioner Makras that it is state of the art

software. Commissioner Makras wished to know how much the Department is paying for the program. Captain Anderson responded that the whole system costs about \$1.4 million and will be amortized over the four year term of the contract. Commissioner Makras asked if the \$1.4 collected by the billing company is in addition of the \$7.5% fee. Captain Anderson confirmed this and stated the company will take this amount as an additional fee from collections. Commissioner Makras asked for further information regarding the collection process and Captains Zanoloff and Anderson responded.

Commissioner Makras wished to know if American Medibanc was a San Francisco based company and, also, who the runner-up was in the bid process. Captain Anderson responded that Medibanc was based in Denver, Colorado, and the runner-up was ADPI, based in Florida.

Commissioner Lau wished to know if the Department had ever considered doing the billing and collections itself, perhaps not at this time but eventually. Captain Anderson responded that this option was studied and both DTIS and San Francisco General Hospital were contacted but they responded that they did not have the infrastructure to support such a program at the time the contract needed to be implemented.

Commissioner Conroy wished to know about the transmission and collections of the data. Captain Anderson responded that the way the system is intended to work is to have a portable computer placed on all of the Department's primary EMS apparatus. At some time during the shift, the device will be connected to a docking station and the data uploaded to the server. Printers are intended to be placed in base hospitals so that the patient record could be printed out and left for the attending physician or nurse. A number of hospitals are interested in receiving the patient record electronically and this could be possible but at a later date.

#### PUBLIC COMMENT

*Dona Whitman*, CEO, Wittman Enterprises, stated that she understood from the RFP that six companies would be chosen for a verbal interview prior to selection of the final contractor but actually only three companies were selected to be interviewed. She did not understand why her company was pushed out from having an interview. Ms. Whitman asked whether the Department would be contracting with Medibanc, the chosen contractor, or with ADPI since there was a change in ownership during the bid process. She also wished to know if the DBE (Disadvantaged Business Enterprise) issue had been considered in the scoring of the bids.

Commissioner Makras stated that he was not satisfied with the bid process and he wished to have more information on the DBE issue and wished to see the score sheets related to the bids. He did not feel comfortable approving the contract prior to receiving more information, which should include: the actual RFPs, what weight was given to the DBE factor and what percent was allotted to it during scoring, detailed breakdowns of the revenue portion of the six final bids, a summary of the scoring from the winner on down, and the methodology used in the RFP. He finally wished to know with whom the Department was actually dealing – American Medibanc or ADPI, since ADPI had bought out American Medibanc.

Commissioner Conroy wished to know if ADPI had placed a bid and, if so, what their ranking was. Captain Anderson responded that they came in second.

Commissioner Conroy and Commissioner Nakajo had further questions and wished to have some answers before moving further on approval of the contract.

Commissioner Clarke moved for a continuance of item 5.C. EMS Billing and Collections Contract. Commissioner Nakajo seconded. The motion was unanimously approved.

#### 5.D. Disciplinary Hearing Assignment *[Discussion]*

Assignment of disciplinary matters pending against the following member(s) to an individual Commissioner for the taking of evidence on a date to be determined by the assigned Commissioner.

<i>Name</i>	<i>Case No.</i>	<i>Type of Case</i>	<i>Commissioner</i>
Firefighter Amy Swamson	06 – 2	Suspension Appeal	Clarke

#### 5.E. Certificate of Completion *[Discussion]*

Presenting to Lieutenant Nicol Juratovac a Certificate of Completion of the four-year "Executive Fire Officer Program" from the National Fire Academy of the United States Fire Administration.

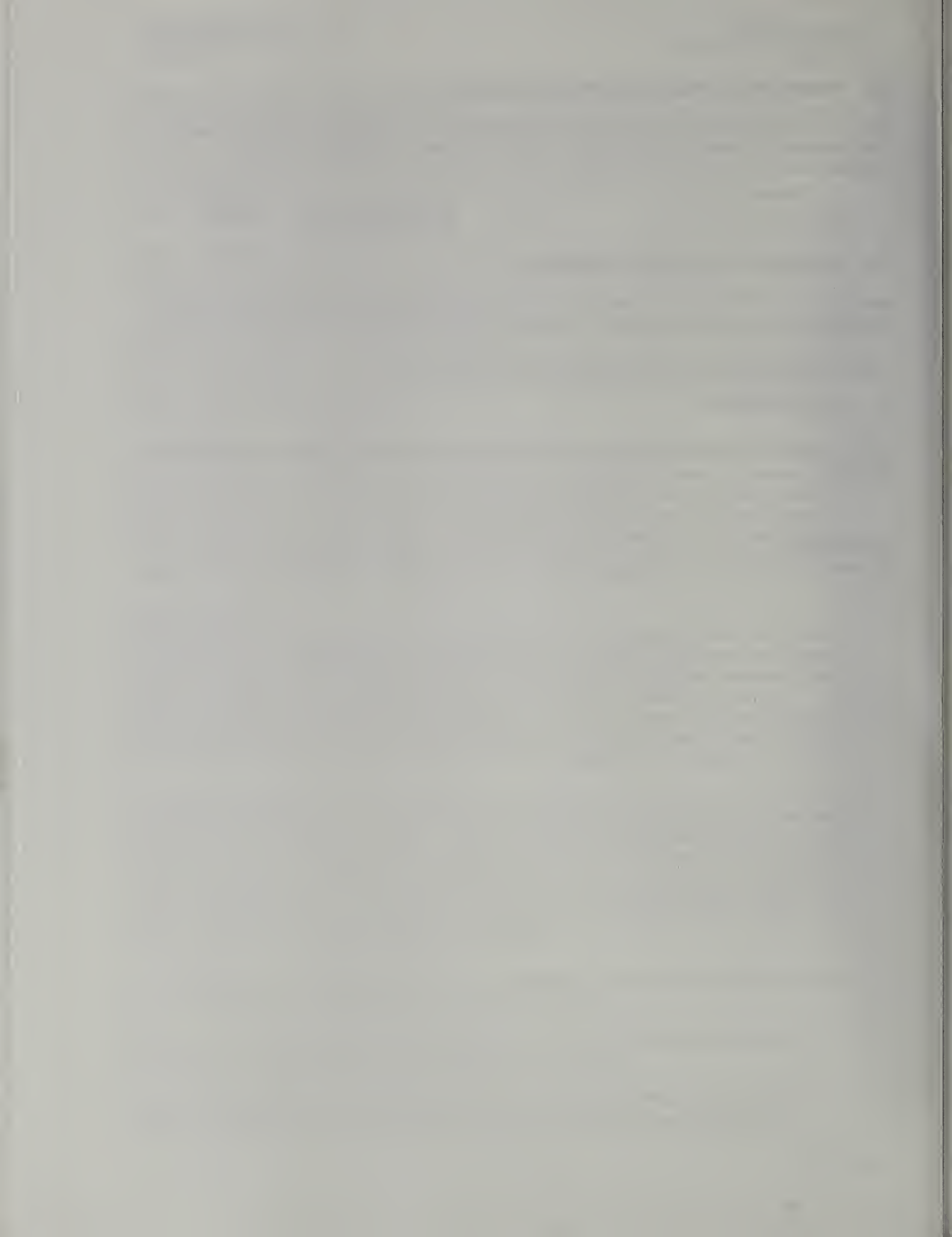
*(Note: This item was continued to the Meeting of March 23, 2006)*

#### 6. ADJOURNMENT

There being no further business to come before the Commission, the meeting was adjourned at 9:00 p.m.

Tania Bauer  
Secretary









# FEMA

FEMA - Disaster Field Office/DR-1605-AL

1555 Eastern Blvd. Montgomery, AL 36117

Chief Massetani  
San Francisco Fire Department  
698 2nd Street  
San Francisco, Ca. 94107

November 14, 2005

Dear Chief Massetani:

This letter is to express special thanks to Garreth Miller for his extraordinary efforts in learning the techniques of a FEMA Site Inspector. Mr. Miller assisted with over 1,300 emergency housing facilities set-up to service evacuees from Louisiana and Mississippi during Hurricane Katrina's disaster of 2005.

Upon arrival (September to October 2005) Mr. Miller enthusiastically embraced the duties of safety and structural set-up inspections and became an instrumental team player to service hundreds of disaster victims/survivors of hurricane Katrina.

As FEMA's lead field project inspector for Alabama I 'am pleased to extend my gratitude and thanks to Garreth Miller for his tenacity with the Recovery Operations of this unprecedented catastrophe.

Sincerely,

Alfredo R. Aguilar  
Senior Disaster Specialist



# FEMA

FEMA - Disaster Field Office/DR-1605-AL

1555 Eastern Blvd. Montgomery, AL 36117

Chief Massetani  
San Francisco Fire Department  
698 Second Street  
San Francisco, Ca. 94107

January 14, 2006

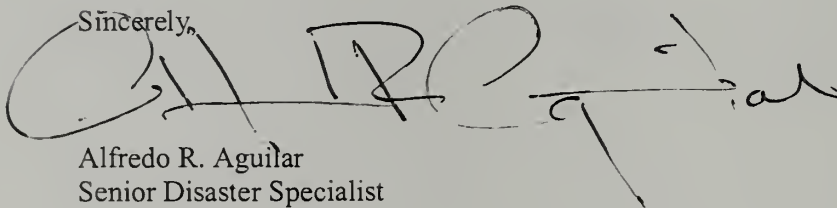
Dear Chief Massetani:

This letter is to express special thanks to Chris Heuerman for his extraordinary efforts in learning the techniques of a FEMA Site Inspector. Mr. Heuerman assisted with over 1,300 emergency housing facilities set-up to service evacuees from Louisiana and Mississippi during Hurricane Katrina's disaster of 2005.

Upon arrival (September to October 2005) Mr. Heuerman enthusiastically embraced the duties of safety and structural set-up inspections and became an instrumental team player to service hundreds of disaster victims/survivors of hurricane Katrina.

As FEMA's lead field project inspector for Alabama I 'am pleased to extend my gratitude and thanks to Chris Heuerman for his tenacity with the Recovery Operations of this unprecedented catastrophe.

Sincerely,



Alfredo R. Aguilar  
Senior Disaster Specialist

**FIRE COMMISSION**  
City and County of San Francisco  
Gavin Newsom, Mayor



Paul A. Conroy, *President*  
Stephen A. Nakajo, *Vice President*  
Clementine Clarke, *Commissioner*  
George Lau, *Commissioner*  
Victor Makras, *Commissioner*

698 Second Street  
San Francisco, CA 94107  
Telephone 415.558.3451  
Fax 415.558.3413  
Tania Bauer, *Secretary*

No. 06-08

**FIRE COMMISSION REGULAR MEETING**

Thursday – March 9, 2006 – 6:00 p.m.  
698 Second Street, Room 102

**AGENDA**

DOCUMENTS DEPT.

Item No.

**1. ROLL CALL**

MAR - 6 2006

President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	George Lau
Commissioner	Victor Makras
Chief of Department	Joanne Hayes-White

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PUBLIC LIBRARY

03-05-07A11 00 REVD

**2. PUBLIC COMMENT**

Members of the public may address the Fire Commission on items of interest to the public, which are within the subject matter jurisdiction of the Commission. Members of the public may address the Fire Commission for up to three minutes.

**3. APPROVAL OF THE MINUTES [Action]**

Regular Meeting of February 23, 2006, Special Meeting of February 15, 2006, and Special Meeting of February 23, 2006 (4:30 p.m.).

*Action to be taken: Approval of the minutes*

**4. CONSENT CALENDAR (Items A through B)**

All matters listed hereunder constitute a Consent Calendar, are considered to be routine by the Fire Commission, and will be acted upon by a single roll-call vote of the Commission. There will be no separate discussion of these items unless a member of the Commission or a member of the public so requests, in which event the matter shall be removed from the Consent Calendar and considered as a separate item.



**San Francisco Fire Commission**  
**NOTICE OF COMMISSION PROCEDURES**

**Commission Office**

The San Francisco Fire Commission Office is located at 698 Second Street, Room 220, San Francisco, CA 94107. The telephone number is (415) 558-3451; the fax number is (415) 558-3413. The web address is [www.sfgov.org/fire\\_comm/](http://www.sfgov.org/fire_comm/). Office hours are from 8:30 a.m. to 5:00 p.m. Monday through Friday.

**Documents for Public Inspection**

Documents referred to in the agenda, if more than one page in length, are available for public inspection and copying at the Commission Office.

**Information on Disability Access<sup>1</sup>**

The Fire Commission regularly meets at Fire Department Headquarters, Room 102, 698 Second Street on the 2<sup>nd</sup> and 4<sup>th</sup> Thursday of the month.

The Fire Commission meeting room is wheelchair accessible. The closest accessible MUNI lines serving this location: 15 Third, 42 Downtown Loop, and N Judah (Second and King). Additional lines serving this location are the 30 Stockton and 45 Union. For more information about MUNI accessible services, call (415) 923-6142.

The following services are available on request 48 hours prior to the meeting: (1) American Sign Language interpreters; (2) use of readers, (3) sound enhancement system, and (4) alternative formats of the agenda and minutes. Please contact the Secretary, Fire Commission, at (415) 558-3451 to make arrangements. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

**Policy on use of Cell Phones, Pagers and Similar Sound-Producing Electronic Devices at and During Public Meetings**

The ringing and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

**Know your Rights under the Sunshine Ordinance**  
*(Chapter 67 of the San Francisco Administrative Code)*

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance, or to report a violation of the ordinance, or to obtain a free copy of the Sunshine Ordinance, contact Donna Hall, Administrator of the Sunshine Ordinance Task Force, 1 Dr. Canton B. Goodlett Place, Room 409, San Francisco, CA 94 102-4683 at (415) 554-7724, by fax: (415) 554-7854, by e-mail: [Donna.Hall@sfgov.org](mailto:Donna.Hall@sfgov.org) or on the City's website at [www.sfgov.org/bdsupvrs/sunshine](http://www.sfgov.org/bdsupvrs/sunshine).

**San Francisco Lobbyist Ordinance**

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist (SF Campaign & Governmental Conduct Code § 2.100) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the San Francisco Ethics Commission at 30 Van Ness Ave., Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and web site <http://www.sfgov.org/ethics/>.



#### **4.A. Monthly Reports on Personnel Matters [Discussion]**

##### **Division of Training**

Submitting monthly report from Division of Training concerning activities performed during February 2006.

##### **Physician's Report**

Submitting biweekly report of Fire Department Physician concerning disability injuries, February 11 through February 24, 2006.

##### **Appointments**

Reporting the following PERMANENT appointments effective *FEBRUARY 9, 2006*:

###### *H2 Firefighter*

Dewayne W. Eckerdt  
Jonathan Rider

Reporting the following PERMANENT EXEMPT appointment effective *FEBRUARY 27, 2006*:

###### *1804 Statistician*

Michelle Benkovich (vice: Vera Klimkovskaia, resigned)

##### **Retirements**

Communications received from Retirement Board indicating the following members have retired:

<i>Name</i>	<i>Rank</i>	<i>Type</i>	<i>Retirement Date</i>
Downing, William H.	H20 Lieutenant	Service	Feb. 11, 2006
Sager, David K.	H20 Lieutenant	Service	Feb. 08, 2006
Wyrsh, Paul J.	H20 Lieutenant	Service	Feb. 01, 2006
Kurpinsky, Paul F.	H4 Inspector	Service	Feb. 03, 2006

*(Retirement Certificates will be presented at Fire Commission Meeting of April 27, 2006)*

##### **Resignation**

Reporting resignation of H3 Firefighter/Paramedic Matthew R. Reimer, effective February 16, 2006. (Resigned with satisfactory services. Approximate length of service – 4-1/2 years.)

##### **Leaves**

Reporting leave of absence with pay for Lieutenant William Mitchell and Inspector Gerald Zari, Bureau of Fire Prevention, for five days, March 27 through March 31, 2006, in order to attend *Fire Prevention 3B – Plan Review* class, presented by the Industrial Emergency Council in San Carlos, California. All expenses will be paid by Lieutenant Mitchell and Inspector Zari, and reimbursed through the Training Committee. They will not be replaced.

Reporting leave of absence with pay for Inspector John Darmanin, Bureau of Fire Prevention, for three days, May 16 through May 18, 2006, in order to attend a class entitled "*Sprinkler Plan Review & Inspection, Underground Piping, Seismic Protection*" presented by National Fire Sprinkler Association, Inc., in El Cerrito, California. All expenses will be paid by Inspector Darmanin, and reimbursed through the Training Committee. He will not be replaced.

### **Military Leave**

Reporting approval of application from one member for Military Leave of Absence with pay, in order to comply with Military Orders received from his commanding officer:

<i>Name</i>	<i>Rank</i>	<i>Dates</i>	<i>Days</i>	<i>Military Organization</i>	<i>Purpose</i>
Pampanin, Vincent	H2 FF	02-12-06	14	US Army Res.	Attend Active
E7 SFC		thru 02-25-06		Ft. Hunter Liggett, CA	Duty Training

### **4.B. Communications Received by Commission [Discussion]**

The following communications have been received by the Commission from February 17, 2006 through March 2, 2006:

1. E.W. Hanson, President, Bay Pacific Corporation, expressing his gratitude and that of the tenants and owners of 2001 Union Street, for the quick reaction, proactive behavior, understanding and endurance of the firefighters who responded to the flood on 1.30.06. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.
2. From Jeff Kilmer, writing in support of the NERT training program, and hoping that the City will have the means to continue this valuable program since he now feels better prepared to deal with emergencies in his own home and his own family. Copy: Commissioners, Chief of Department and Deputy Chief, Administration.
3. From Helen Archer-Dusté, asking for the continued support of the Commission for NERT, and considering it to be an exceptional training experience and a valuable community strengthening activity. Copy: Commissioners, Chief of Department and Deputy Chief, Administration.
4. From Katy Lidell, urging that the NERT program retain its full funding and thanking the enthusiastic and professional firefighters for the excellent training since she now feels prepared to assist in the Department's efforts when a disaster occurs. Copy: Commissioners, Chief of Department and Deputy Chief, Administration.
5. From David Donner, writing in support of the NERT program and asking the Commission to ensure continued funding for NERT so that other residents can participate in the program and are prepared to help themselves and their community in the event of an emergency. Copy: Commissioners, Chief of Department and Deputy Chief, Administration.

*Action to be taken: Approval of the Consent Calendar (Items A through B)*

### **5. REGULAR CALENDAR – NEW BUSINESS**

#### **5.A. Chief of Department's Report [Discussion]**

Report from Chief of Department Joanne Hayes-White on current issues, activities and events, including discussion of the current budget and FY 2006-07 budget, updates on Divisions within the Department, including Administration, Operations and the EMS Reconfiguration.

## REPORT FROM OPERATIONS

Richard E. Kochevar, Deputy Chief, Operations, reporting on overall operations during the period February 8 through March 8, 2006, and a report from the Emergency Medical Services Division regarding EMS Division activities.

### **5.B. EMS Billing and Collections Contract – American Medibanc [Action]** (Cont'd from Meeting of 02-23-06)

Submitting for review and approval a proposed contract with American Medibanc for Emergency Medical Services billing and collections. In addition to generating approximately \$19 million per year in revenue, the contract will provide the Department a system for electronic patient data collection. American Medibanc will be paid on a contingency fee basis. The term of the contract is four years, with two renewal options of two years each.

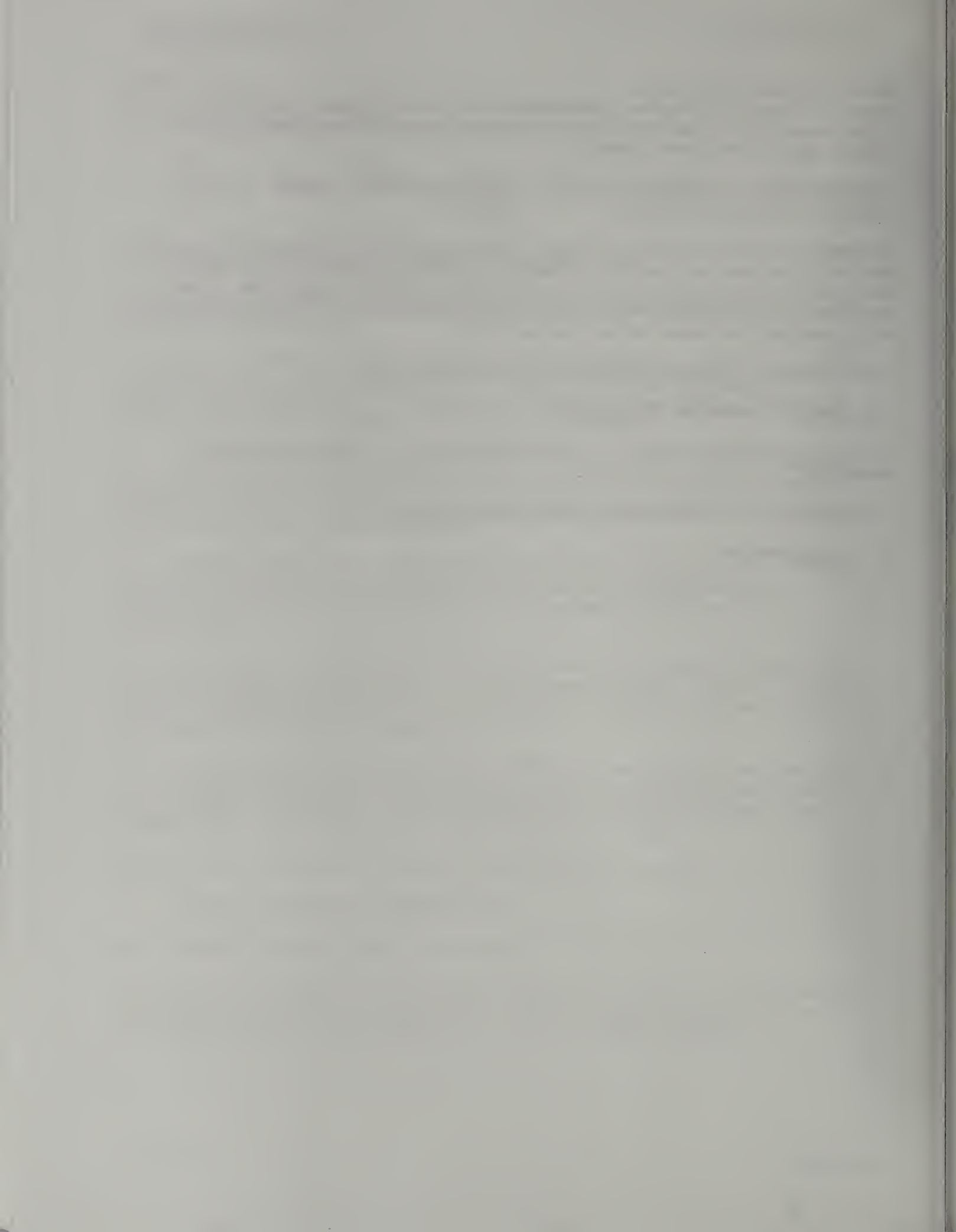
*Action to be taken: Approval of EMS Billing and Collections contract*

### **5.C. Special Presentation [Discussion]**

Overview of the Division of Training, including Academy and recruit training methods and procedures.

Assistant Deputy Chief Thomas Siragusa and Captain James Connors

## **6. ADJOURNMENT**





**FIRE COMMISSION**  
City and County of San Francisco  
Gavin Newsom, Mayor



Paul A. Conroy, *President*  
Stephen A. Nakajo, *Vice President*  
Clementine Clarke, *Commissioner*  
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Tania Bauer, *Secretary*

No. 06-08

**MINUTES OF THE FIRE COMMISSION**

**Regular Meeting – Thursday – March 9, 2006 – 6:00 p.m.**  
698 Second Street, Room 102

*Item No.*

**1. ON ROLL CALL**, the following were noted present:

President Paul A. Conroy  
Vice President Stephen A. Nakajo  
Commissioner Clem Clarke  
Commissioner George Lau  
Commissioner Victor Makras

Joanne M. Hayes-White  
Richard E. Kochevar  
Gary P. Massetani

Chief of Department  
Deputy Chief, Operations  
Deputy Chief, Administration

**Assistant Deputy Chiefs – Staff:**

Patrick J. Casserly  
Peter Howes  
Paul H. Chin  
Thomas A. Siragusa  
Robert Navarro

Division of Airports  
Division of Emergency Medical Services  
Division of Fire Prevention and Investigation  
Division of Training  
Division of Homeland Security

**Chief Officers – Firefighting Services:**

Arthur W. Kenney  
James A. Barden

Division 2  
Division 3

**EMS Officers:**

James M. Fazackerley

Section Chief, Operations

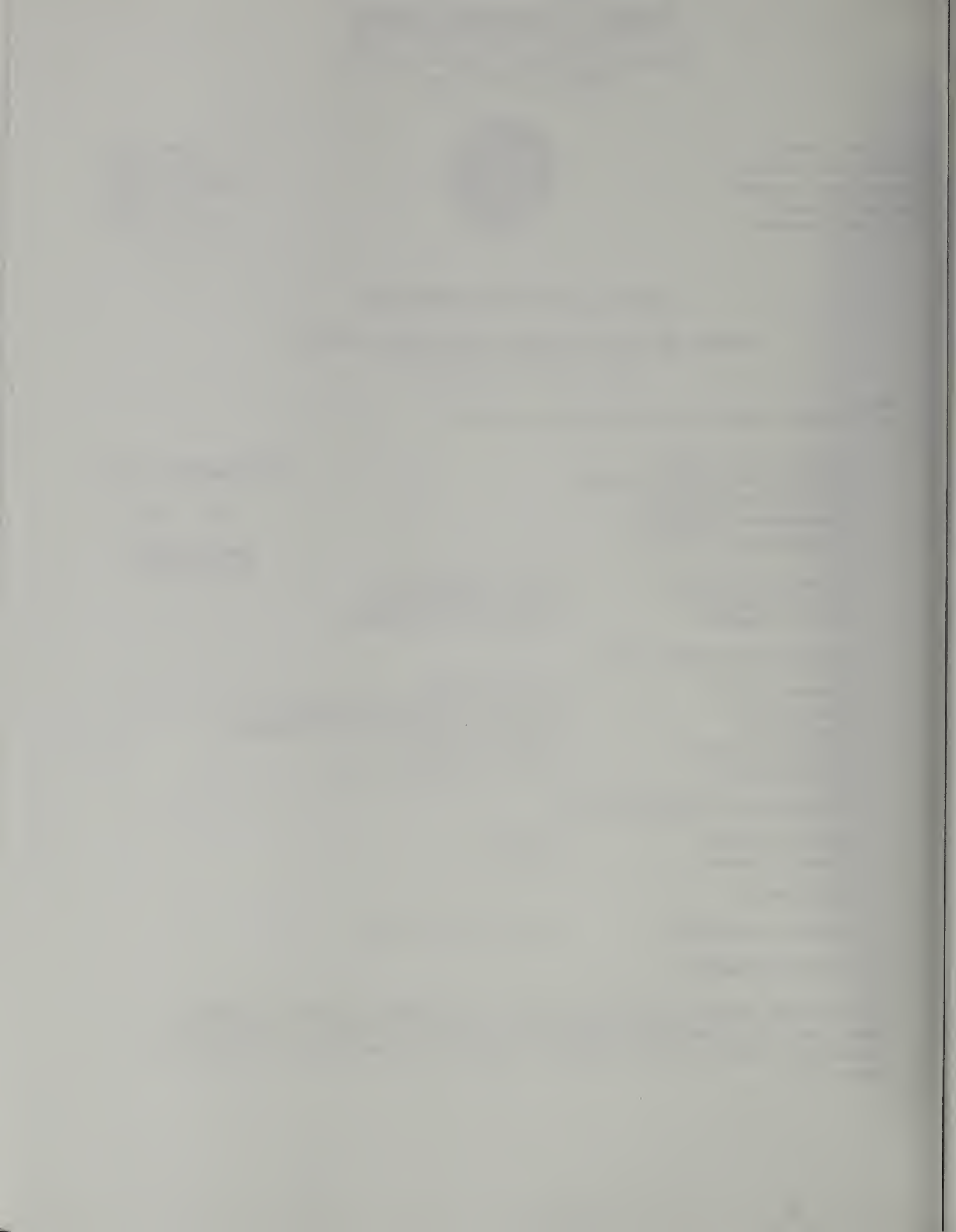
**2. PUBLIC COMMENT**

*John Darmanin*, referred to the FY 06-07 baseline budget recently submitted to the Mayor's office without funding provided to implement Proposition F. He lauded the Commission for discussing in a public forum that the baseline budget was not representative of the needs of the Department.

DOCUMENTS DEPT.

APR - 7 2006

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### 3. APPROVAL OF THE MINUTES [Action]

Special Meeting of February 15, 2006, and Special Meeting of February 23, 2006 (4:30 p.m.). Minutes of the Regular Meeting of February 23, 2006, are not ready.

#### PUBLIC COMMENT

John Darmanin complained that the minutes of the February 23<sup>rd</sup> meeting were not ready and considered this to be a violation of the Sunshine Ordinance. He believes that the minutes must be ready within 10 business days.

Commissioner Nakajo moved and Commissioner Lau seconded. There were no further questions or discussion and the minutes were approved as presented.

### 4. CONSENT CALENDAR

All matters listed hereunder (Items A through B) constitute a Consent Calendar, were considered to be routine by the Fire Commission, and were acted upon by a single roll-call vote of the Commission. At the request of John Darmanin, Items A through B were removed from the Consent Calendar.

#### 4.A. Monthly Reports on Personnel Matters [Discussion]

(Removed from Consent Calendar)

##### Division of Training

Submitting monthly report from Division of Training concerning activities performed during February 2006.

##### Physician's Report

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##### Appointments

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##### *H2 Firefighter*

Dewayne W. Eckerdt  
Jonathan Rider

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##### *1804 Statistician*

Michelle Benkovich (vice: Vera Klimkovskaia, resigned)

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Reporting leave of absence with pay for Inspector John Darmanin, Bureau of Fire Prevention, for three days, May 16 through May 18, 2006, in order to attend a class entitled "*Sprinkler Plan Review & Inspection, Underground Piping, Seismic Protection*" presented by National Fire Sprinkler Association, Inc., in El Cerrito, California. All expenses will be paid by Inspector Darmanin, and reimbursed through the Training Committee. He will not be replaced.

## Military Leave

Reporting approval of application from one member for Military Leave of Absence with pay, in order to comply with Military Orders received from his commanding officer:

Name	Rank	Dates	Days	Military Organization	Purpose
Pampanin, Vincent	H2 FF	02-12-06	14	US Army Res.	Attend Active
E7 SFC		thru 02-25-06		Ft. Hunter Liggett, CA	Duty Training

## PUBLIC COMMENT

*John Darmanin* reiterated his concern with training records at the Airport. He believes that the actual training is not being correctly reflected in the Airport training records.

Commissioner Makras moved and Commissioner Lau seconded. There were no further questions or discussion and Item 4.A. was unanimously approved.

## 4.B. Communications Received by Commission [Discussion]

(Removed from Consent Calendar)

The following communications have been received by the Commission from February 17, 2006 through March 2, 2006:

1. E.W. Hanson, President, Bay Pacific Corporation, expressing his gratitude and that of the tenants and owners of 2001 Union Street, for the quick reaction, proactive behavior, understanding and endurance of the firefighters who responded to the flood on 1.30.06. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.
2. From Jeff Kilmer, writing in support of the NERT training program, and hoping that the City will have the means to continue this valuable program since he now feels better prepared to deal with emergencies in his own home and his own family. Copy: Commissioners, Chief of Department and Deputy Chief, Administration.
3. From Helen Archer-Dusté, asking for the continued support of the Commission for NERT, and considering it to be an exceptional training experience and a valuable community



strengthening activity. Copy: Commissioners, Chief of Department and Deputy Chief, Administration.

4. From Katy Lidell, urging that the NERT program retain its full funding and thanking the enthusiastic and professional firefighters for the excellent training since she now feels prepared to assist in the Department's efforts when a disaster occurs. Copy: Commissioners, Chief of Department and Deputy Chief, Administration.

5. From David Donner, writing in support of the NERT program and asking the Commission to ensure continued funding for NERT so that other residents can participate in the program and are prepared to help themselves and their community in the event of an emergency. Copy: Commissioners, Chief of Department and Deputy Chief, Administration.

#### PUBLIC COMMENT

*John Darmanin* reiterated his concern about email communications to the Commission. He believes that the Commission does not consider them to be valid communications and that they are not reflected in the listing of communications received by the Commission.

Commissioner Makras moved and Commissioner Lau seconded. There were no further questions or discussion and Item 4.B. was unanimously approved.

### 5. REGULAR CALENDAR – NEW BUSINESS

#### 5.A. Chief of Department's Report *[Discussion]*

Report from Chief of Department Joanne Hayes-White on current issues, activities and events, including discussion of the current budget and FY 2006-07 budget, updates on Divisions within the Department, including Administration, Operations and the EMS Reconfiguration.

Chief Hayes-White presented the report.

FY 2006-07 Budget – The Department is scheduled to appear before the Budget and Finance Committee of the Board of Supervisors on April 5, 2006 for a 15 minute presentation of the proposed budget.

FEMA Grant – The Bureau of Fire Prevention has been awarded a FEMA grant in the amount of \$375,000 to provide public outreach and information to seniors regarding fire safety and fire prevention through a series of workshops in various locations, such senior centers and assisted living housing.

Health and Wellness Grants – The Department will be applying for a number of Health & Wellness grants that are available. If successful, the funds may be used for fitness equipment in fire stations and equipment for the Physician's Office.

In addition, Chief Hayes-White has had discussions with the Vice President for Corporate Public Relations, Johnson & Johnson, regarding a possible gift of \$100,000 for further development of the NERT program.

Super UASI grant – The Bay Area Region has submitted a \$320 million regional grant application for Homeland Security funds on February 24<sup>th</sup> to the State. The combined grant from two other regions in the state must be submitted to the Department of Homeland Security by March 3, 2006.

EMS Reconfiguration - The Department is on schedule again for the start of the Academy class for the 24 paramedic candidates on March 20, 2006. The Government Audits and Oversight Committee approved a new deep H3 classification on the first reading.

Appointments – Chief Hayes-White announced that she made 35 H20 Lieutenant provisional appointments and eight Acting Lieutenant appointments.

1906 Earthquake Centennial – A press conference was held on March 8<sup>th</sup> to announce the *1906 Great Earthquake and Fire Exposition* on April 15, 16 and 17. The public was invited to participate in the events, which include an exposition of historical equipment and memorabilia, a commemoration at Lotta's fountain on April 18<sup>th</sup>, a Centennial parade sponsored by San Francisco Firefighters Local 798 and a free Firefighters' Ball. The theme of the celebration is: *Commemorate, Celebrate and Educate*.

March of Dimes – The Department has committed to raising a \$100,000 for the March of Dimes Walk-a-Thon. The event will be held on April 29, 2006. Everyone is encouraged to participate.

In closing, Chief Hayes-White reminded the Commission that she will be in Jerusalem, Israel, attending a conference on *Countering Terrorism: Sharing Experiences and Expertise* from March 18th through March 24<sup>th</sup>. In her absence, Chief Kochevar will be Acting Chief.

Discussion ensued with Commissioners asking questions and Chief Hayes-White and staff responding.

Commissioner Conroy announced that a Special Meeting will be held on April 6, 2006 in City Hall with a single agenda item, namely, *1906 to 2006 – The San Francisco Fire Department Response to a Major Incident*. The main emphasis will be on problems encountered 100 years ago and how the Fire Department would respond today, including the Department's preparedness for a major earthquake and its readiness for other major incidents.

Commissioner Lau wished to know how much San Francisco asked for in the latest UASI grant submittal. Chief Navarro responded that it was a regional submittal and it is difficult to isolate the Department's portion. The Department is currently finishing the 2004 grant funds.

Commissioner Nakajo acknowledged the good work of the Chief in working with corporations and hoped that the \$100,000 Johnson & Johnson grant will become reality soon.

#### REPORT FROM OPERATIONS

Richard Kochevar, Deputy Chief, Operations, provided the report for the period of February 8, 2006 through March 7, 2006. There had been two Greater Alarms and 29 working fires. The greater alarm fires resulted in: (1) \$2,250,000 in property damage; (2) \$750,000 in content damage; (3) \$27,000 in exposure property damage; (4) \$15,000 in exposure content damage; (5) no civilians injured; (6) no firefighters injured; and (7) 48 people were displaced.

The Department encountered an unusual amount of calls due to stormy weather on February 27<sup>th</sup>. The calls ranged from wires down and arcing, to trees down, building leaks and hazards, as well as the usual calls for medical assistance and reports of fires.

A fire that had started as a room and contents fire in the upper Twin Peaks area became a 4<sup>th</sup> Alarm due to strong winds. The building involved was a thirty-unit wood framed apartment building with the back facing the Twin Peaks hill and with strong westerly winds being forced



through the rear windows. It was difficult to contain and extinguish with members working extremely hard fighting the fire; only a few minor injuries were reported.

A 16" water main burst in front of Station 20. Approximately 2" of water entered the station apparatus bay prior to control by the Water Department. All Department apparatus was relocated outside the station and no impact to response occurred.

Field officers have been directed to review the Water Supply Manual and conduct drills involving the AWSS (Auxiliary Water Supply System). Although this material is included in the monthly drill schedule, all members should be thoroughly prepared to describe the system, answer any questions about the system and perform all manipulative processes to operate the system.

All paramedics must attend a one day 8-hour training session on Pediatric Advanced Life Support Training and a National Registry application review and sign-off at the Treasure Island training facility.

Chief Kochevar reviewed for the Commission a breakdown of responses to emergencies by the SFFD Airport stations at the San Francisco International Airport for January 2006. Total responses were 227 and were listed by type of event in the handout material. There was also material attached that provided a description of Airport training and an example of the documentation of training and drills. He noted that there were four types of Alerts used by the Airport and the FAA, for instance, Alert 1 was for all units staging before their stations. Chief Kochevar noted that the Captain at the Airport is equivalent to a Battalion Chief in terms of responsibility.

#### PUBLIC COMMENT

*John Darmanin* acknowledged the role of the Captains at the Airport as acting as Battalion Chiefs in terms of their knowledge and responsibilities. He believed that they should get an increase in pay that is equivalent at least to an H39 Captain, if not an H40 Battalion Chief.

President Conroy directed that the report be accepted and incorporated in the minutes of today's meeting.

#### **5.B. EMS Billing and Collections Contract – American Medibanc [Action]** (Cont'd from Meeting of 02-23-06)

Submitting for review and approval a proposed contract with American Medibanc for Emergency Medical Services billing and collections. In addition to generating approximately \$19 million per year in revenue, the contract will provide the Department a system for electronic patient data collection. American Medibanc will be paid on a contingency fee basis. The term of the contract is four years, with two renewal options of two years each.

Chief Massetani presented the information that had been requested by the Commission at the February 23<sup>rd</sup> meeting.

(1) Staff had provided the commission with a copy of the RFP (Request for Proposal)

(2) DBE requirements were met to the satisfaction of the Human Rights Commission with Medibanc's subconsultant goal of 6% by proposing to utilize a DBE subconsultant at a rate of 8.5% of the total contract value. He distributed a letter from the Human Rights Commission confirming this.

(3) Staff referred the Commission to Sections 29 and 30 of the contract regarding Subcontracting and Assignments, and to Section 21 regarding Termination for Convenience and Material Breach of Contract

(4) Chief Massetani explained the evaluation process and staff provided the Commission with score sheets. He stated that (a) Project Design was awarded 30 points; (b) Experience of Firm and Subconsultants – 10 points; (c) Revenue Proposal – 10 points; and (d) Fee Proposal – 10 points.

(5) In reference to ADPI merging into Medibanc, Chief Massetani explained and provided a letter from the President of ADPI that confirmed that American Medibanc, Inc., is a separate entity with its own federal tax ID.

Commissioner Makras thanked staff for their efforts. He was still troubled about bidder number two, ADPI, buying bidder number one, American Medibanc. Commissioner Makras wanted staff to renegotiate the contract, especially the fee proposal. He believed there was not enough emphasis on DBE participation and he wished it to be further negotiated.

Commissioner Conroy wanted to see the fee negotiated from 7.5% to 4.95% for the duration of the contract. He considered that otherwise the Department would be paying a premium price for American Medibanc services which were now being offered by ADPI. Commissioner Conroy wished for staff to continue to negotiate with the contractor for a lower fee.

Commissioner Lau noted that what is most important in a process is that the highest revenue is obtained with the lowest cost. He is satisfied that bidding for the contract was fair and equitable and is happy with contract as presented.

Commissioner Nakajo would like some time to digest the information presented. He would prefer to continue negotiations to see if a more favorable contract could be achieved.

Commissioner Clarke concurred with Commissioner Nakajo and opted for continuing negotiations.

#### PUBLIC COMMENT

*Donna Whitman*, CEO, Whitman Enterprises, stated that her company is a local, 15-year company, minority-owned, and yet Whitman Enterprises did not meet the cut-off for verbal interviews. She did not understand why they did not qualify even though the RFP stated that the top six companies would be interviewed. Ms. Whitman stated that there was also a problem with revenue projections by ADPI and proceeded to draw comparisons.

*John Darmanin* believed that the contract was tainted and recommended that it be thrown out and the whole process started over again.

*Corinne Whitman Wong*, Whitman Enterprises, thanked the Commission and stated that her company's goal had been met through these discussions in an open forum.

Commissioner Makras moved for continuance and Commissioner Clarke seconded. The motion passed with Commissioners Conroy, Nakajo, Clarke, and Makras approving, and Commissioner Lau opposed.



### 5.C. Special Presentation [Discussion]

Overview of the Division of Training, including Academy and recruit training methods and procedures.

Captain Connors presented the recruit training program. He explained that it consisted of an intensive 14 week program which required commitment from the recruits and a training staff committed to success.

In the 14 weeks of Recruit Training, the following must be taken and passed:

- (1) State Fire Marshal Firefighter One (approximately 416 hours)
- (2) Medical Training (EMS) (approximately 56 hours)
- (3) Driver Training (approximately 24 hours)
- (4) Pump and Aerial Operations (approximately 70 hours)
- (5) Rescue Systems I and Hazardous Materials

Captain Connors noted that EMS training for the recruits must be approved by the State and the San Francisco Emergency Medical Services Agency (EMSA). A recruit must pass baseline tests for the local medical certification and all practical examinations since it is a local EMSA requirement.

For Firefighter requirements, a passing score of 75% is needed on all manipulative examinations. Failing a manipulative examination results in deficiencies. All testing is cumulative in content and occurs on a weekly basis. There are 10 tests consisting of four manipulative evaluations and a fifty question written exam. A final written exam, with a 150 questions, is given in the 12<sup>th</sup> week of training. Minimum passing score for a written test is 75%. For scores between 74-65 points, one deficiency point is given and for 64 and below, two deficiency points are given. Demerits are also given for unsatisfactory conduct and attendance problems.

Inspections are held every Monday morning at the Department of Training or at the Treasure Island Training Facility. Recruits undergo a: (1) Personnel Inspection, and (2) a Gear Inspection, shoes must be clean and must shine; and male recruits must be close shaved. Random inspections also take place.

Captain Connors pointed out that when a recruit accumulated 10 deficiencies, he or she where counseled by the Deputy Chief, Administration. If there were 20 deficiencies or more, a recommendation for termination would be sent to the Chief of Department. The recommendation would be based on the total of all Fire and EMS testing and supported by documentation from Recruit Lieutenants and the Recruit Captain. Recruits also need to follow the *Rules and Regulation* of the Department. Demerits can be issued for infractions. Serious offenses, such as cheating during exams, could result in termination from the Department.

In closing, Captain Connors stated that a recruit must be accountable and responsible. The responsibilities include a commitment to the profession. Recruits must examine the effect the job has on them and their families and loved ones. There is stress involved and, of course, risk once they are firefighters. Eventually all recruits must ask themselves if they have what it takes.

*Please note: A copy of the Division of Training's presentation is attached. You may also view it on the Fire Commission website under Supporting Documents for the March 9, 2006 meeting. Go to [www.sfgov.org/fire\\_comm](http://www.sfgov.org/fire_comm)*

Discussion ensued with Commissioners asking questions and Chief Siragusa and Captain Connors responding.

Commissioner Nakajo wished to know if there are enough deficiencies to merit a termination is there an appeal process, and has it ever occurred that exceptions have been made to termination. Captain Connors responded that there is no appeal process but recruits have been given second chances. He stated that the training Lieutenants use test sheets to evaluate the recruits against a standard, and if it is not met a deficiency is received. A standard must be maintained for the safety and well being of the recruits as well as the citizens whom they will serve.

Commissioner Conroy wondered if differences could be gauged between the recruits coming in before the CPAT (Candidates Physical Ability Test) and those entering after it. Chief Hayes-White responded that there was a significant difference in the level of preparedness and fitness.

Commissioner Conroy asked when there is no class going through the Fire Academy, could the Division of Training become a place of outreach and mentoring. Chief Hayes-White responded that it could be possible but currently there was no active recruit and mentoring group.

#### PUBLIC COMMENT

*Ken Smith* noted that it was a thorough presentation and, referring to his own experience, always felt that when a member came out of the Tower they were part of team and relied on as such.

*Patrick Hannan* considered that the current training staff at the Division of Training was the best that he had ever seen.

*Anita Paratley* stated that she worked with the recruits and enjoyed bringing out the best in them. She was thankful for the standards maintained by the training staff because it can mean a matter of life or death down the line.

*John Darmanin* remarked that he and Chief Siragusa had been in the same Academy class. He believed him to be very competent, as well as Captain Connors who was especially experienced in classroom and field training. He felt the presentation was very complete.

In closing, Commissioner Conroy thanked Chief Siragusa and Captain Connors for the extremely important work that they and the staff of the Division of Training do, and congratulated them on an excellent and thorough presentation.

#### 6. ADJOURNMENT

There being no further business to come before the Commission, the meeting was adjourned at 8:45 p.m.

Tania Bauer  
Secretary

Officer Eric Batchelder  
San Francisco Police Department  
850 Bryant St  
San Francisco, Ca 94103

February 1<sup>st</sup>, 2006

Chief Hayes-White  
San Francisco Fire Department  
698 Second Street  
San Francisco, Ca 94107

Dear Chief Hayes-White,

My name is Eric Batchelder. As you know, I am a police officer for the San Francisco Police Department. On November 27<sup>th</sup>, 2005, I was involved in an injury accident on Potrero St/20<sup>th</sup> St where I lost my left leg below the knee. This has been a major life changing event. Throughout this event, there have been times which have been very hard to deal with. Without my friends and family, I don't know if I could have got through this the way I have.

I am proud to include the San Francisco Fire Department as part of my family. Thank you for assisting me in my transportation home from SFGH. This allowed my parents to prepare their home for me while Executive Officer Pete Howes and Firefighter Ken Smith transported me home in a SFFD ambulance. Mr. Howes kept me company while Mr. Smith drove the rig, smoothly I might add. I will always remember the kindness you and your department have shown to me. Thank you.

Another person who has given me and my family so much comfort is Dr. Marshall Isaacs. From the first night I was in the Emergency Room, Dr. Isaacs was there comforting my parents. Dr. Isaacs then worked behind the scenes to make my hospital stay much easier.

REC'D - S.F.F.D.  
06 FEB -9 AM 8:34  
OFFICE OF CHIEF

02/09/06


Sometimes daily, Dr. Isaacs would give me updates on what was going on with my recovery as well as what to expect in the future. Even out of the hospital, Dr. Isaacs has kept in touch with me and my family. He as well as Mr. Howes and Mr. Smith exemplify the professionalism of the San Francisco Fire Department.

I have since returned to SFGH on January 27<sup>th</sup> for a planned surgery. This surgery went well and I am again recovering at home. This is going to be a long road but I have no doubt I will return to full duty with the San Francisco Police Department.

Thank you,

A stylized, cursive handwritten signature in black ink, appearing to read 'Eric Batchelder'.

Eric Batchelder

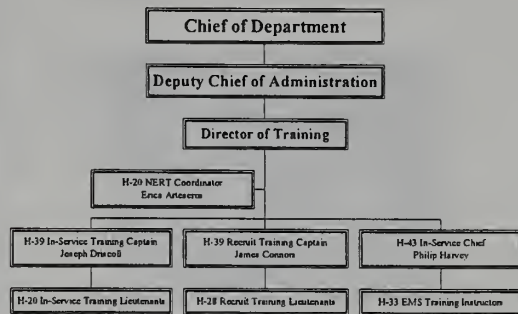
CHIEF — THANK YOU FOR COMING BY MY  
ROOM, I WAS A LITTLE OUT OF IT  
BUT I REMEMBERED. HAVE A GREAT  
DAY! 



# Division of Training Presentation to the Fire Commission March 9, 2006



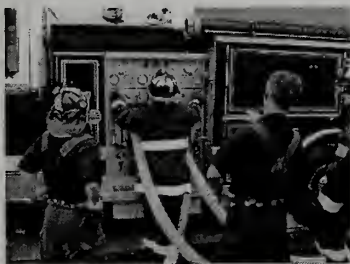
## Division of Training



## Recruit Training

- Fourteen (14) weeks:
  - State Fire Marshal (SFM) Firefighter One (approx. 416 hrs.)
  - Medical Training (approx. 56 hrs.)
  - Drivers Training (approx. 24 hrs.)
  - Pump & Aerial Operations (approx. 70 hrs.)
  - Rescue Systems I, Hazardous Materials

## Pump Training



## Auto Extrication (JAWS) Training



## Rescue Systems 1 Training



## Rescue Training



## Course Outline

- Intensive 14 week program
- Requires commitment
- Training Staff committed to your success
  - Additional training
    - » Sign up
    - » Limited time
    - » Voluntary
    - » Recommended

## ■ Weekly Testing

- Ten (10), each consisting of
  - » Four manipulative evaluations
  - » Fifty (50) question written exam
- **Final written Exam in the 12th week is a 150 question test.**
- **All testing is cumulative in content**

## EMS Training

- Approved by the State and San Francisco Emergency Medical Service Association
- Must pass baseline of tests for local medical certifications
- Must pass all practical examinations
- **Local EMSA certification exam requirement**

## Firefighter Requirements:

- Passing score on all manipulative examinations is 75%
  - Fire or EMS
    - » Failing a manipulative will result in deficiencies

### Manipulative Evaluations

Deficiency Points:	
- 74% - 72%	1 deficiency
- 71% - 68%	2 deficiencies
- 67% - 64%	3 deficiencies
- 63% - 60%	4 deficiencies
- 59% and below	5 deficiencies

### Written Test Scoring

- Minimum passing score is 75%
- 74-65 points=1 deficiency point
- 64 and below=2 deficiency points

### Demerits

- Relate to conduct and attendance problems
- Scale of 1-5 demerits

### Recruit Responsibilities

- Commitment
- Effects on you
- Effects on your family and loved ones
- The amount of time it takes to be successful
- The stress
- The need to find a release

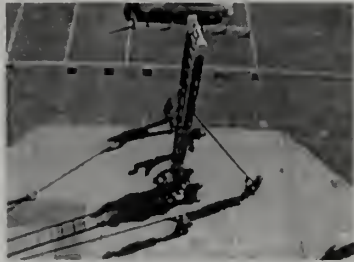
### 50 Foot Extension Ladder



### 50 Foot Extension Ladder



### 50 Foot Extension Ladder



### Physical Fitness



### INSPECTIONS

- Every Monday morning, or first work day of the week at the DOT or TI
  - Personnel inspection
  - Gear inspection
  - Shoes cleaned and shined
  - Male recruits-"shaving"
- Random inspections

### Monday Inspection



### Additional Training

- Daily on non-test days 0700 to 0800 or 1700-1800

### Make and Break





### Quizzes & Evaluations

- 10- Written quizzes
  - 50 questions multiple choice
- 1 - Final written examination
- Manipulative evaluations each week

### Weekly Test Scores

- Score Sheets will be handed out the Monday after testing at or after 1300 hours.
- Recruits who receive deficiencies:
  - Receive counseling from Recruit Captain

### Deficiency Points

- 10 deficiencies=counseling by CD3
- 20 deficiencies or more=recommendation to Chief of Department for termination
  - Supported by documentation from Recruit Lieutenants and Recruit Captain
- Based on total Fire/EMS testing

### Rules & Regulations

- Demerits will be issued for infractions of recruit and department *Rules & Regulations*
- Serious offenses could result in termination from the Department
- Cheating during exams and evaluations will result in termination

### Reading Assignments

- Recruits are responsible for all handouts
- Testing can cover all lectures, handouts, videos, manuals and manipulative materials covered
  - It is “cumulative”

### As a Recruit

- You need to be accountable and responsible:
  - To yourself
  - In preparing for testing
  - In accepting the results of testing
    - » Pass
    - » Fail
- Do I have what it takes?

Ladder Evolution



Search Training



Rescue Training



*The End*



# SAN FRANCISCO FIRE COMMISSION

## FIRE COMMISSION SPECIAL MEETING

Thursday, March 23, 2006 – 4:30 PM

698 Second Street , Room 221, San Francisco, California 94107

### AGENDA

DOCUMENTS DEPT

Item No.

#### 1. ROLL CALL

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President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	George Lau
Commissioner	Victor Makras

#### 2. CLOSED SESSION TO CONFER WITH LEGAL COUNSEL

Pursuant to the State of California Government Code, Section 54956.9.(a) Pending Litigation, and San Francisco Administrative Code Section 67.11, the Fire Commission will meet in closed session with the City Attorney to discuss the matter of Stephen Farac v. City and County of San Francisco (Superior Court, Case No. 440-820)

1. Vote on whether to hold Closed Session
2. Public Comment on all matters pertaining to Closed Session
3. Reconvene in Open Session
  - a. Possible report on action taken in Closed Session, pursuant to Government Code Section 54957.1 and 54957.7, and San Francisco Administrative Code Section 67.14(b)
  - b. Vote to elect whether to disclose any or all Closed Session discussions, pursuant to San Francisco Administrative Code Section 67.14(a)

#### 3. ADJOURNMENT



The flowchart illustrates the structure of accounting, starting with the broad field of Accounting, which is divided into Financial Accounting and Managerial Accounting. Financial Accounting is further divided into GAAP and IFRS. Managerial Accounting is divided into Cost Accounting and Tax Accounting. Cost Accounting is divided into Job Costing and Process Costing. Tax Accounting is divided into Income Tax and Sales Tax. Income Tax is divided into Corporate Income Tax and Individual Income Tax. Sales Tax is divided into Sales Tax and Excise Tax. Excise Tax is divided into Excise Tax and Excise Tax.



# SAN FRANCISCO FIRE COMMISSION

## MINUTES OF THE FIRE COMMISSION SPECIAL MEETING

Thursday, March 23, 2006, - 4:30 PM

698 Second Street, Room 221, San Francisco, CA 94107

### 1. ON ROLL CALL, the following were present:

President	Paul A. Conroy
Vice President	Stephen Nakajo
Commissioner	Clem Clarke (excused)
Commissioner	George Lau
Commissioner	Victor Makras

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### 2. CLOSED SESSION TO CONFER WITH LEGAL COUNSEL

Pursuant to the State of California Government Code, Section 54956.9.(a) Pending Litigation, and San Francisco Administrative Code Section 67.11, the Fire Commission will meet in closed session with the City Attorney to discuss the matter of Stephen Farac v. City and County of San Francisco (Superior Court Case No. 440-820)

*This portion of the meeting may be held in Closed Session pursuant to Government Code Section 54957. If so,*

1. Commissioner Nakajo moved for a Closed Session and Commissioner Lau seconded. The Commission went into Closed Session at 4:45 PM
2. There was no comment pertaining to the Closed Session.
3. The Commission reconvened in open session at 5:50 PM
  - a. Commissioner Lau moved not to disclose any action taken in closed session and Commissioner Nakajo seconded. The motion was unanimously approved.
  - b. Commissioner Makras moved not to disclose any discussion during closed session and Commissioner Lau seconded. The motion was unanimously approved.

Commissioner Conroy announced that the matter would be continued and asked the Secretary to re-schedule it.

### 3. ADJOURNMENT

The Special Meeting was adjourned at 5:55 PM.

No. 06-9



SAN FRANCISCO



FIRE COMMISSION

March 6, 2006

**NOTICE OF PUBLIC HEARING**

ON AMENDED **RULES OF ORDER** AND POSSIBLE ADOPTION AT  
THE REGULAR MEETING OF THE FIRE COMMISSION ON MARCH  
23, 2006.

AMENDED RULES OF ORDER ARE ATTACHED.

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Tania Bauer  
Secretary

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## RULES OF ORDER

*To be Adopted March 23, 2006*

### CHAPTER I – PUBLIC PARTICIPATION

#### **Rule 1. Open Meeting Policy**

It is the policy of the San Francisco Fire Commission to conduct all official business through open and public meetings consistent with the Ralph M. Brown Act and the San Francisco Sunshine Ordinance.

#### **Rule 2. Public Participation Policy**

It is the policy of the San Francisco Fire Commission to encourage and permit public comment on matters within the Commission's jurisdiction.

#### **Rule 3. Public Comment**

**3.1. General Public Comment.** The Fire Commission shall include general public comment as an agenda item at each regular meeting of the Commission. During general public comment, each member of the public may address the Commission on matters within the Commission's jurisdiction. Each member of the public may address the Commission once during general public comment, for up to three minutes. The Commission will apply this time limit uniformly to members of the public, although the Commission will extend additional time as an accommodation to a member of the public with a disability that impairs his or her ability to speak. The President or the Commission may limit the total general public comment to 30 minutes and may limit the time allocated to each speaker depending on the number of speakers during general public comment and the number and anticipated duration of agenda items. At the conclusion of such comments, the Commission may not lawfully take action to approve or disapprove a new proposal that is not on the agenda but may refer the proposal to a city official for review.

**3.2. Public Comment on Agenda Items.** The Commission will provide for public comment on each item on the agenda, whether scheduled for discussion or action. Public comment on action items on the agenda will take place before the Commission takes action. Persons addressing the Commission on an agenda item shall confine their remarks to the agenda item before the Commission. For each agenda item, each member of the public may address the Commission once, for up to three minutes. The Commission will apply this time limit uniformly to members of the public, although the Commission will extend additional time as an accommodation to a member of the public with a disability that impairs his or her ability to speak. The President or the Commission may limit the public comment on an agenda item to less than three minutes per speaker, based on the

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nature of the agenda item, the number of anticipated speakers for that item, and the number and anticipated duration of other agenda items.

**3.3. Speaker Identification.** Individuals making public comment may be requested, but not required, to identify themselves.

**3.4 Designated Public Comment Area.** Members of the public wishing to address the Commission must speak from the public comment area designated by the Commission Secretary. This area is near the front of the Commission Room on the Commission's right side and the audience's left. A microphone is located in the designated public comment area.

**3.5 Addressing the Commission.** Individuals wishing to speak during public comment must approach the public comment area on the side of the room where the designated public comment area is located. Speakers should form a line starting at the second row of chairs next to the designated public comment area. No one may interfere with another person who is addressing the Commission or in line to address the Commission. Individuals in line to address the Commission must remain behind the second row of chairs until it is their turn to make public comment, and only then may they approach the microphone to speak. Individuals should speak clearly into the microphone.

**3.6 Speaker Conduct.** The Commission will not tolerate disruptive or inappropriate conduct during public comment. Speakers who use profanity or who engage in yelling, screaming, name-calling, or other disruptive or inappropriate behavior will be directed to cease any such conduct and may be required to leave the meeting room.

**3.7 Audience Activity.** Although the Commission welcomes public comment, persons in the audience shall not vocally express support or opposition to statements by Commissioners or persons testifying. Thus, applause and booing are prohibited. Persons shall not bring signs into the chamber, although small signs or buttons may be worn on clothing. The Commission may request that persons refrain from other conduct that causes unreasonable distractions during the meeting.

**3.8 Comment, Not Debate.** During public comment, remarks from speakers shall be addressed to the Commission as a whole and not to individual Commission members, Fire Department personnel or the audience. Commissioners, Fire Department personnel, and other speakers are not required to respond to questions from a speaker. Commission members shall not enter into debate or discussion with speakers during public comment, although Commissioners may question speakers to obtain clarification. The President or the Commission may request a city official to investigate an issue raised during public comment and later report to a committee or to the Commission. The lack of a response by the Commissioners to public comment does not necessarily constitute agreement with or support of comments made during public comment.







**3.9 Conduct During Commission Meetings.** The President or Presiding Officer shall order removed from the meeting room any person who commits the following acts:

**3.9.1** Disorderly, contemptuous or insolent behavior toward the Commission or any member thereof, or any member of the Department, tending to interrupt the due and orderly course of said meeting;

**3.9.2** A breach of the peace, boisterous conduct or violent disturbance, tending to interrupt the due and orderly course of said meeting;

**3.9.3** Disobedience of any lawful order of the presiding officer, which shall include an order to be seated or to refrain from addressing the Commission; or

**3.9.4** Any other unlawful interference with the due and orderly course of said meeting.

**3.10 Approaching Commissioners or the Fire Chief During Proceedings.** Members of the public may not approach the Commissioners or the Chief of the Department during Commission proceedings. If a member of the public wishes to make an inquiry or provide correspondence or other materials to the Commission or the Chief, he or she shall present the inquiry or materials to the Commission Secretary before or after the meeting, during a break in the meeting, or after requesting and receiving permission to do so during public comment.

**3.11 Recording Commission Proceedings.** Members of the public may record Commission meetings. Anyone filming or taping the proceeding may position his or her equipment at the front of the Commission room. Once the recording device is started, however, the member of the public should return to his or her seat or a standing area in the room. Alternatively, a member of the public filming or taping the proceeding may stand with his or her recording equipment, as long as he or she stands behind the second row of chairs in the Commission room. No person may intentionally block or impede a member of the public's recording of the proceeding.

#### **Rule 4. Written Communications**

San Franciscans are encouraged to write to the Fire Commission concerning issues within the Commission's jurisdiction. The Secretary shall list the following written communications in the next agenda: (1) written communications from members of the public addressed directly to the Fire Commission; (2) commendations and letters of recognition received by the Chief of Department, if the Commission becomes aware of such communications; and (3) any disciplinary charges filed by the Chief of Department. Communications shall also be kept and made available pursuant to the requirements of the Sunshine Ordinance.

## **CHAPTER II – MEETING TIMES AND ORGANIZATION**



# SAN FRANCISCO FIRE COMMISSION



## **Rule 5. Meeting Times and Location**

The Fire Commission shall hold regular meetings in the Commission Room at Fire Department headquarters, 698 Second Street, San Francisco, at 6:00 p.m. on the 2<sup>nd</sup> and 4<sup>th</sup> Thursday of every month. The Commission shall not meet during the week after Thanksgiving, and shall not meet between December 24<sup>th</sup> and December 31<sup>st</sup>. Special meetings may be called at any time by the President of the Commission or by majority vote of the Commission members as specified in Section 67.6 of the Sunshine Ordinance.

## **Rule 6. Special Meetings and Closed Sessions**

The Fire Commission may hold a special meeting at the call of the presiding officer or upon majority vote of the members. Special meetings may be held at the Commission Room, or at an alternate location, provided that a call and notice are provided as required by Section 67.6 of the Sunshine Ordinance. The Fire Commission may meet in closed session during a regular or special meeting only as specified in Sections 67.8 to 67.14 of the Sunshine Ordinance. The Secretary of the Commission shall post the action required to be reported after a closed session pursuant to the requirements of Administrative Code Section 67.12.

## **Rule 7. Commission President**

The President shall call Commission meetings to order, preside at all meetings of the Commission and perform all other duties necessary or incidental to the office. The President may create committees to perform such advisory functions as he/she shall determine, and may appoint and remove members from such committees at his/her pleasure.

## **Rule 8. Commission Vice-President**

In the absence or inability of the President to act, the Vice-President shall take the place and perform the duties of the President.

## **Rule 9. Voting**

Pursuant to San Francisco Charter Section 4.104, every official act of the Fire Commission shall be adopted by majority vote of the members, except that matters of procedure may be adopted by majority vote of the members present at a meeting, so long as the members present constitute a quorum; Commission business shall be conducted only when a quorum is present. The term "quorum" shall mean a majority of the members of the Commission.

## **Rule 10. Order of Business**

Meetings of the Fire Commission shall proceed as set forth in an official agenda issued by the Secretary of the Commission, except that the presiding officer may call items out of order for any reasonable purpose.

## **Rule 11. Secretary of the Commission**

Original Articles	1
Editorial	1
Book Reviews	1
Correspondence	1
Obituary	1
Announcements	1

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Editorial	1
Book Reviews	1
Correspondence	1
Obituary	1
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Correspondence	1
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Announcements	1





The Secretary of the Commission shall call the roll at each Commission meeting, call each item on the agenda, and call and record all Commission votes by member. The Secretary shall assist the presiding officer as necessary to assure that meetings are orderly. The Secretary shall maintain a file of all written communications received by the Commission.

**Rule 12. Commission Agenda**

The Secretary of the Commission shall post an agenda before each meeting as required by Section 67.7 of the San Francisco Sunshine Ordinance. Each agenda shall specify the time and place of the meeting and contain a meaningful description of each item of business to be transacted or discussed.

**Rule 13. Commission Action**

No action or discussion shall be taken on any item not appearing on the posted agenda, except as permitted under the exceptions set forth in Administrative Code Section 67.7.

**Rule 14. Minutes**

The Secretary shall prepare minutes of each meeting and present them for approval at the following meeting. The Secretary shall prepare and post the minutes in compliance with the timelines and other regulations set forth in Administrative Code Section 67.16.

# THE UNIVERSITY OF CHICAGO

THE UNIVERSITY OF CHICAGO  
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# SAN FRANCISCO FIRE COMMISSION



No. 06-10

## FIRE COMMISSION REGULAR MEETING

Thursday – March 23, 2006 – 6:00 p.m.

698 Second Street, Room 102

### AGENDA

DOCUMENTS DEPT.

Item No.

#### 1. ROLL CALL

MAR 20 2006

President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	George Lau
Commissioner	Victor Makras
Acting Chief of Department	Richard E. Kochevar

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06-20-3741-122-1111

#### 2. PUBLIC COMMENT

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. Commissioners are not to enter into debate or discussion with a speaker. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

#### 3. RETIREMENT CERTIFICATES [Discussion]

Reporting Awards of Honorable Service to the following members:

	Type of Retirement	Years of Service	Retirement Date
Revel, Rene H.	Service	30	Jan. 28, 2006
Kearney, Brian D.	Service	31	Jan. 13, 2006

#### 4. APPROVAL OF THE MINUTES [Action]

Regular Meetings of February 23 and March 9, 2006.

Action to be taken: Approval of the minutes

#### 5. COMMUNICATIONS RECEIVED BY COMMISSION [Discussion]

(March 3 through March 16, 2006)

#### COMMUNICATIONS ADDRESSED DIRECTLY TO THE COMMISSION

a. From Gary Pegueros, thanking the Commission for its support of the NERT program and noting that only through programs like NERT can a city like San Francisco have any hope of surviving and recovering from a natural disaster or terrorist attack. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

**San Francisco Fire Commission**  
**NOTICE OF COMMISSION PROCEDURES**

**Commission Office**

The San Francisco Fire Commission Office is located at 698 Second Street, Room 220, San Francisco, CA 94107. The telephone number is (415) 558-3451; the fax number is (415) 558-3413. The web address is [www.sfgov.org/fire\\_comm/](http://www.sfgov.org/fire_comm/). Office hours are from 8:30 a.m. to 5:00 p.m. Monday through Friday.

**Documents for Public Inspection**

Documents referred to in the agenda, if more than one page in length, are available for public inspection and copying at the Commission Office.

**Information on Disability Access**

The Fire Commission regularly meets at Fire Department Headquarters, Room 102, 698 Second Street on the 2<sup>nd</sup> and 4<sup>th</sup> Thursday of the month.

The Fire Commission meeting room is wheelchair accessible. The closest accessible MUNI lines serving this location: 15 Third, 42 Downtown Loop, and N Judah (Second and King). Additional lines serving this location are the 30 Stockton and 45 Union. For more information about MUNI accessible services, call (415) 923-6142.

The following services are available on request 48 hours prior to the meeting: (1) American Sign Language interpreters; (2) use of readers, (3) sound enhancement system, and (4) alternative formats of the agenda and minutes. Please contact the Secretary, Fire Commission, at (415) 558-3451 to make arrangements. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

**Policy on use of Cell Phones, Pagers and Similar Sound-Producing Electronic Devices at and During Public Meetings**

The ringing and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

**Know your Rights under the Sunshine Ordinance**

*(Chapter 67 of the San Francisco Administrative Code)*

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance, or to report a violation of the ordinance, or to obtain a free copy of the Sunshine Ordinance, contact Donna Hall, Administrator of the Sunshine Ordinance Task Force, 1 Dr. Canton B. Goodlett Place, Room 409, San Francisco, CA 94 102-4683 at (415) 554-7724, by fax: (415) 554-7854, by e-mail: [Donna.Hall@sfgov.org](mailto:Donna.Hall@sfgov.org) or on the City's website at [www.sfgov.org/bdsupvrs/sunshine](http://www.sfgov.org/bdsupvrs/sunshine).

**San Francisco Lobbyist Ordinance**

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist (SF Campaign & Governmental Conduct Code § 2.100) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the San Francisco Ethics Commission at 30 Van Ness Ave., Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and web site <http://www.sfgov.org/ethics/>.



b. From John Paul Scott, AIA, Create Access, praising the NERT program for providing a vast amount of common sense information that will be crucial in the event of a major earthquake, especially this type of neighborly support and initiative. Copy: Commissioners, Chief of Department and Deputy Chief, Administration.

c. From Captain John Dellinger (ret.), commenting that with the coming centennial of the 1906 earthquake and fire, the people of San Francisco should be thankful for the protection they receive from the Department since there is continuous on-going training in skills called for by various fire chiefs and, especially now, by Chief Hayes-White. Copy: Commissioners and Chief of Department.

d. From Harold French, requesting that an investigation be re-opened. Copy: Commissioners and Chief of Department.

#### COMMENDATIONS AND LETTERS OF RECOGNITION

a. From Beatrix Musil, M.A., Certified Child Life Specialist, UCSF Medical Center, Children's Hospital, thanking Chief Hayes-White for visiting the Children's Hospital on Valentine's Day and being so supporting to UCSF Children's Hospital in her role as Fire Chief. Copy: Commissioners

#### 6. RULES OF ORDER *[Action]*

Submitting for adoption amended Rules of Order.

*Action to be taken: Adoption of amended Rules of Order*

#### 7. EMS BILLING AND COLLECTIONS CONTRACT – AMERICAN MEDIBANC *[Action]* (Cont'd from Meetings of 02-23-06 and 03-09-06)

Submitting for review and approval a proposed contract with American Medibanc for Emergency Medical Services billing and collections. In addition to generating approximately \$19 million per year in revenue, the contract will provide the Department a system for electronic patient data collection. American Medibanc will be paid on a contingency fee basis. The term of the contract is four years, with two renewal options of two years each.

*Action to be taken: Approval of EMS Billing and Collections contract*

#### 8. CHIEF OF DEPARTMENT'S REPORT *[Discussion]*

##### REPORT FROM CHIEF OF DEPARTMENT

Report on current issues and updates on Divisions within the Department, including Operations, EMS and EMS Reconfiguration.

##### REPORT FROM ADMINISTRATION

Report from Gary P. Massetani, Deputy Chief, Administration, with continuing discussion of the current budget and FY 2006-07 budget and updates on Administrative Divisions.

##### SPECIAL REPORT – PROCESS OF AN INVESTIGATION

##### 1906 EARTHQUAKE CENTENNIAL CELEBRATION AND REPORT FROM SFFD HISTORICAL SOCIETY

Update by SFFD Historical Society on plans and activities for the 1906 Earthquake Centennial Celebration

## PERSONNEL REPORTS

### a. Physician's Report

Submitting biweekly report of Fire Department Physician concerning disability injuries, February 25 through March 10, 2006.

### b. Retirements

Communications received from Retirement Board indicating the following members have retired:

<i>Name</i>	<i>Rank</i>	<i>Type</i>	<i>Retirement Date</i>
Kannisto, Richard A.	H20 Lieutenant	Service	Mar. 03, 2006
Wickliffe, William S.	H20 Lieutenant	Service	Feb. 25, 2006

*(Retirement Certificates will be presented at Fire Commission Meeting of April 27, 2006)*

### c. Suspension

Reporting the following suspension:

<i>No./Rank of Members</i>	<i>Unit</i>	<i>Days Suspended</i>	<i>Dates</i>	<i>Violation of</i>
1 H3 FF/PM	Medic 17	2	01-28-06 thru 01-29-06	Sec. 3926 (Tardiness & Failure to Report)

### d. Leaves

Reporting leaves of absence with pay for the time period from August 2005 through July 2006 for the following:

<i>No. of Members</i>	<i>Rank</i>	<i>Total amount of leave (days)</i>
1	1426 Senior Clerk Typist	36
14	H2 Firefighter	326
1	H3 Firefighter/Paramedic	8
3	H20 Lieutenant	92
1	H30 Captain	18
1	H33 Rescue Captain	22
1	H50 Assistant Chief	22
	Total Number of Days with Pay	444

Reporting intermittent leaves with pay for the time period from February 2006 through April 2007 for the following:

<i>No. of Members</i>	<i>Rank</i>	<i>Dates of leave</i>
1	1652 Senior Accountant	Feb 13,2006 – May 13, 2006
1	H2 Firefighter	Feb 13,2006 – Feb 13, 2007
1	H2 Firefighter	Feb 27, 2006 – Feb 27, 2007
1	H2 Firefighter	May 1, 2006 – Mar 31, 2007
1	H2 Firefighter	June 9, 2006 – Apr 1, 2007
1	H2 Firefighter	Apr 15, 2006 – Apr 15, 2007
1	H2 Firefighter	Mar 13, 2006 – Mar 12, 2007
1	H2 Firefighter	Apr 15, 2006 – Aug 31, 2006
1	H2 Firefighter	Apr 3, 2006 – Apr 2, 2007
1	H2 Firefighter	Feb 2, 2006 – Oct 14, 2006

1	H30 Captain	Mar 10, 2006 – Mar 10, 2007
1	H40 Battalion Chief	Mar 1, 2006 – Feb 28, 2007

Reporting leaves of absence without pay for the time period from August 2005 through May 2006 for the following:

<i>No. of Members</i>	<i>Rank</i>	<i>Total amount of leave (days)</i>
7	H2 Firefighter	234
1	H3 Firefighter/Paramedic	180
	Total number of Days w/o Pay	414

## ACCIDENT REPORTS

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	<i>Accident No.</i>	<i>Accident Date</i>	<i>Serial No.</i>	<i>Category</i>	<i>Recommendation</i>
Medic 5	05-6-123	1/10/2006	747	B	Bill
Cause:	Struck by vehicle - While returning to quarters, Medic 5 was struck by a vehicle in the adjoining lane				
Engine 13	05-6-124	2/2/2006	524	B	Bill
Cause:	While proceeding across an intersection on a green light, Eng 13 struck a civilian vehicle that "cut" Eng 13 off				
Truck 14	05-6-125	2/5/2006	611	A	File
Cause:	Driving skill deficiency - While responding with red lights and siren and exiting station, driver of Trk 14 struck a parked civilian vehicle across the street from the station				
Engine 1	05-6-126	2/10/2006	543	A	File
Cause:	Driver inattention - While responding with red lights and siren, Eng 1 struck a civilian vehicle that had pulled over to allow Eng 1 to pass				
Medic 32	05-6-127	2/10/2006	754	A	File
Cause:	Misjudged clearance - While responding to a vehicular accident, Medic 32 maneuvered around a stationary vehicle, hitting the vehicle				
Engine 10	05-6-128	2/11/2006	531	A	File
Cause:	Driving skill deficiency - While backing up at an accident, Eng 10 struck Medic 10				



Truck 10	05-6-129	2/11/2006	613	A	File
Cause:	Driving skill deficiency - During driver training, probationary firefighter struck tree branch, breaking side view mirror				
Rescue 2	05-6-130	2/11/2006	862	A	File
Cause:	Misjudged clearance - While responding with red lights and siren, Res 2 struck the mirror of a Yellow Cab				
Medic 1	05-6-131	2/12/2006	749	B	Bill
Cause:	Struck by vehicle - While parked in front of Station 1, Medic 1 was struck by a passing civilian vehicle				
Medic 36	05-6-132	2/13/2006	0	B	File
Cause:	Struck by vehicle - While responding with red lights and siren, Medic 36 was struck by a civilian vehicle that merged into Medic 36's lane				
EMS RC 1	05-6-133	2/13/2006	378	B	File
Cause:	Struck by vehicle - Following a medical call, driver returned to RC 1 to find the passenger mirror broken				
Engine 19	05-6-135	2/18/2006	501	B	Bill
Cause:	Struck by vehicle - While returning to quarters, Eng 19's mirror was struck by a passing vehicle				
Truck 9	05-6-135	2/16/2006	618	A	File
Cause:	Misjudged clearance (tiller) - While travelling down a narrow street, the trailer section of Trk 9 struck a parked civilian vehicle				

*Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects*

*Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.*

*Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.*

## 9. ADJOURNMENT



# FIRE COMMISSION

City and County of San Francisco  
Gavin Newsom, Mayor



Paul A. Conroy, *President*  
Stephen A. Nakajo, *Vice President*  
Clementine Clarke, *Commissioner*  
George Lau, *Commissioner*  
Victor Makras, *Commissioner*

698 Second Street  
San Francisco, CA 94107  
Telephone 415.558.3451  
Fax 415.558.3413  
Tania Bauer, *Secretary*

No. 06-10

## MINUTES OF THE FIRE COMMISSION

Regular Meeting – Thursday – March 23, 2006 – 6:00 p.m.  
698 Second Street, Room 102

Item No.

1. **ON ROLL CALL**, the following were noted present:

President Paul A. Conroy  
Vice President Stephen A. Nakajo  
Commissioner Clem Clarke  
Commissioner George Lau  
Commissioner Victor Makras

Joanne M. Hayes-White  
Richard E. Kochevar  
Gary P. Massetani

Chief of Department  
Deputy Chief, Operations  
Deputy Chief, Administration

Assistant Deputy Chiefs – Staff:

Patrick J. Casserly  
Peter Howes  
Mario S. Ballard  
Lorrie A. Kalos  
Thomas A. Siragusa

Division of Airports  
Division of Emergency Medical Services  
Division of Fire Prevention and Investigation (Acting)  
Division of Support Services  
Division of Training

Chief Officers – Firefighting Services:

Johnny R. Lo

Division 2

EMS Officers:

James M. Fazackerley

Section Chief, Operations

2. **PUBLIC COMMENT**

*John Darmanin*, referring to the revised format of the agenda, considered that the motivation for the revision was in order to reduce the amount of public input. He believed that too many items appear under the Chief's Report and that it may be prevented under the Sunshine Ordinance.

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### 3. RETIREMENT CERTIFICATES [Discussion]

Reporting Awards of Honorable Service to the following members:

	Type of Retirement	Years of Service	Retirement Date
Battalion Chief Rene H. Revel	Service	30	Jan. 28, 2006
Firefighter Brian D. Kearney	Service	31	Jan. 13, 2006

Richard Kochevar, Acting Chief of Department, congratulated retired Battalion Chief Rene Revel and Firefighter Brian Kearney, and presented to them their Retirement Certificates. He recalled highlights of their careers, their assignments over the years, and their special contributions to the Department.

Chief Revel related that he had loved his job for over 30 years and had looked forward to going to work every day. He was grateful for the many things he had experienced and for the friends he had made.

Firefighter Kearney noted that it was important to him to be a contributing member of a team and not necessarily the star. He fondly recalled the many years he served at Station 42 and the great team that was like a family.

#### PUBLIC COMMENT

A *Revel family member* congratulated Chief Revel on behalf of his family on his retirement. He noted that Chief Revel had worked hard for what he had achieved and that he had been a role model, and his family was very proud of him.

*John Darmanin* congratulated the two retirees and noted that they represent over sixty years of experience that one can only get on the job. Fortunately, both Chief Ravel and Firefighter Kearney have always shared their experience and knowledge. Mr. Darmanin acknowledged them for representing the integrity of the Department.

*Mrs. Sandy Kearney* thanked the Fire Department for the camaraderie and support that they had shown. She noted that Firefighter Kearney exhibited commitment, loyalty, devotion and friendship throughout his career and was someone who could not wait to go to work.

*Ken Smith* wished to congratulate and thank Chief Ravel and Firefighter Kearney on the behalf of the rank and file. He noted that in the field they were part of a group that were called "the old guys", actually a positive attribute, since they are the ones who teach the rank and file how to become San Francisco firefighters.

### 4. APPROVAL OF THE MINUTES [Action]

Regular Meetings of February 23 and March 9, 2006.

#### PUBLIC COMMENT

*John Darmanin* reiterated that the minutes were more than 10 days late, even though the Commission, in its interpretation, may be in compliance with the Sunshine Ordinance. He understood that it could be a budget issue and that there is not enough staff to produce the minutes in a timely manner.

Commissioner Nakajo moved and Commissioner Lau seconded. There were no further questions or discussion and the minutes were approved as presented.

**5. COMMUNICATIONS RECEIVED BY COMMISSION [Discussion]**  
(March 3 through March 16, 2006)

COMMUNICATIONS ADDRESSED DIRECTLY TO THE COMMISSION

- a. From Gary Pegueros, thanking the Commission for its support of the NERT program and noting that only through programs like NERT can a city like San Francisco have any hope of surviving and recovering from a natural disaster or terrorist attack. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.
- b. From John Paul Scott, AIA, Create Access, praising the NERT program for providing a vast amount of common sense information that will be crucial in the event of a major earthquake, especially this type of neighborly support and initiative. Copy: Commissioners, Chief of Department and Deputy Chief, Administration.
- c. From Captain John Dellinger (ret.), commenting that with the coming centennial of the 1906 earthquake and fire, the people of San Francisco should be thankful for the protection they receive from the Department since there is continuous on-going training in skills called for by various fire chiefs and, especially now, by Chief Hayes-White. Copy: Commissioners and Chief of Department.
- d. From Harold French, requesting that an investigation be re-opened since new evidence has been discovered. Copy: Commissioners and Chief of Department.

COMMENDATIONS AND LETTERS OF RECOGNITION

- a. From Beatrix Musil, M.A., Certified Child Life Specialist, UCSF Medical Center, Children's Hospital, thanking Chief Hayes-White for visiting the Children's Hospital on Valentine's Day and being so supporting to UCSF Children's Hospital in her role as Fire Chief. Copy: Commissioners

PUBLIC COMMENT

*John Darmanin* reiterated that he believes the Commission to be selective in its listing of communications. He also alleged that the Commission does not recognize emails as communications and, therefore, does not list them even though it has become the preferred method for many people of communicating.

**6. RULES OF ORDER [Action]**

Submitting for adoption amended Rules of Order.

Commissioner Conroy reviewed the Rules for the public, pointing out where substantive changes occurred, for instance, in 3.1 General Public Comment, which describes how to address the Commission and how to approach the microphone in order to avoid any difficulties when public speakers line up. Another change occurs in 3.8, which states that there should not be debate between the Commissioners and public speakers. It is important to note that if a statement is made by a public speaker, and if none of the Commissioners respond, it does not mean that they necessarily agree with the comment.

Commissioner Conroy explained that Rule 4 highlights what communications are to be listed. There are three categories: (1) communications directly addressed to the Commission; (2) Commendations and letters of recognition; and (3) disciplinary charges filed by the Chief.



## PUBLIC COMMENT

*John Darmanin* complained that the Commission should use the method of presenting the old Rules of Order and striking out the deletions and inserting the new additions in italic. He asked that the Commission not approve the Rules until they are presented in his suggested format.

Commissioner Makras suggested that in Rule 4, item 2, the following be deleted “. . . , if the Commission becomes aware of such”, since it seemed arbitrary and unclear. He was satisfied with the rest of the Rules.

Commissioner Makras moved for adoption of the Rules of Order with the deletion of the phrase “if the Commission becomes aware of such communications” in Rule 4, item 2. Commissioner Nakajo seconded. The motion was unanimously approved.

## **7. EMS BILLING AND COLLECTIONS CONTRACT – AMERICAN MEDIBANC [Action]** (Cont'd from Meetings of 02-23-06 and 03-09-06)

Submitted for review and approval a proposed contract with American Medibanc for Emergency Medical Services billing and collections. In addition to generating approximately \$19 million per year in revenue, the contract will provide the Department a system for electronic patient data collection. American Medibanc will be paid on a contingency fee basis. The term of the contract is four years, with two renewal options of two years each.

Gary Massetani, Deputy Chief, Administration, stated that the Department, at the suggestion of the Commission, had reopened negotiations with American Medibanc and was able to reduce the offer of the fee to 7% for the first year, and to 5.5% for the second year, third year and 4<sup>th</sup> years. Estimated savings to the City and County for the four-year contract would be \$274,000. Chief Massetani explained that if the contract is extended by two more two-year terms, and if performance parameters were met, there would be a possibility of savings up to \$750,000.

Discussion ensued with Commissioners asking questions and Chief Massetani and staff responding.

Commissioner Makras thanked Chief Massetani for the report and complemented his negotiating skills. He wished to know how the 9% interest rate for the equipment was determined. Chief Massetani responded that staff had done a market analysis and that 9% was the rate, which is actually a pass-through from the contractor to the Department, involving no profit for the contractor.

Commissioner Lau wished to know the duration of the contract. Chief Massetani responded that the contract is for four years, with two extensions of two years at a time, if performance measures are met.

Commissioner Makras moved for approval of the contract with a condition that (1) a report be prepared after the first year and presented to the Commission; and (2) a second report be prepared after the third year and presented to the Commission in order for the Commission to participate and determine whether to extend the contract. At that point, staff could provide recommendations on whether to extend the contract or to prepare to re-bid the contract. It would also provide the Commission the opportunity to consider an in-house system, as had been suggested earlier by Commissioner Lau.

## PUBLIC COMMENT

*Dona Whitman*, President, Whitman Enterprises, was still concerned with clarifying projected collections. She noted that if past collections were \$17,800,000 but in the RFP it was stated as

\$16,204,000. She wished to know what the correct collected amount was for the calendar year. Ms. Whitman also mentioned that if collections do not meet a minimum of \$14,400,000, the penalty for non-performance should be set higher.

*John Darmanin* advised the Commission to listen more closely to the comments from an unsuccessful bidder because there may be a possibility of an error or omission. He believed that when comments were offered for the record in three consecutive meetings, there could be a possibility of litigation in the future.

Prior to approving the contract, Commissioner Nakajo wished to know how viable Commissioner Makras' conditions were for the Department. Chief Massetani responded that the Department accepts the conditions and will make the appropriate reports the Commission requested.

Commissioner Nakajo seconded the motion and the American Medibanc contract was unanimously approved.

## **8. CHIEF OF DEPARTMENT'S REPORT [Discussion]**

### **REPORT FROM CHIEF OF DEPARTMENT**

Report on current issues, including discussion of the current budget and FY 2006-07 budget, updates on Divisions within the Department, including Operations, EMS and EMS Reconfiguration.

Richard Kochevar, Acting Chief of the Department, presented the report.

Chief Kochevar explained that Chief Hayes-White was attending a conference on *Countering Terrorism: Sharing Experiences and Expertise* in Israel. 130 public safety decision-makers from Israel, Canada and the United States were invited to attend presentations and discussions dealing with every day issues of terror and its aftermath.

EMS Reconfiguration - The first H3 Level 2 Paramedic training class began on Monday, March 20th with Chief Massetani, Chief Kochevar and EMS staff welcoming the 24 paramedics. Anticipated graduation is April 20<sup>th</sup>.

Joint Incident Command Training (ICS) for unified command for police, fire, sheriff and other City agencies will be ongoing. It is a four-day class emphasizing joint operations and unified command for major disasters within the City. In the Fire Department, every rank from permanent Lieutenant up will have an opportunity to attend the training.

War Protest March – There were 10,000 marchers and the Department provided the following coverage: a command post, a Battalion Chief, a Rescue Captain, two mini-pumpers staffed with EMS personnel. There was nothing unusual to report other than some minor medical incidents.

BART Fire After-Action Meeting – Representatives from BART and MUNI met with Fire Department regarding the incident at Embarcadero Station. The incident served as test for the Department's response to transit incidents and all agencies involved learned and shared valuable lessons. Areas to be followed-up: communications – either radio or face-to-face, location and notification of unified command post, and updates to all agencies. He informed the Commission that BART and MUNI drills were on-going and invited them to participate as observers.

### **REPORT FROM ADMINISTRATION**

Gary Massetani, Assistant Deputy Chief, Administration, presented the report.



FY 2005-06– The Department is continuing to project that it will close the year on budget despite a projected shortfall in revenues and the delay of the EMS Reconfiguration project.

Revenues - EMS revenues are currently projected to be \$3.8 million below budget, however, Fire Prevention revenues and overtime recoveries are projected to \$0.7 million over budget, resulting in a net revenue projection of \$3.07 below budget.

Expenses – Overall expenditures are projected to be \$2.5 million under budget. The Department's operating budget is projected to \$2.9 million under budget due to a projected \$3.8 million savings in workers compensation costs.

Uniformed salaries in Suppression and EMS are currently projected to be \$5.5 million over budget, while permanent salaries are currently projected to be \$3.8 million under budget due to a change in position classification of the new paramedic and EMT classifications. The budget also has a \$0.5 million savings because promotional examinations have not occurred in the current fiscal year. The Treasure Island services are projected to be \$0.7 million over budget. However, the Department will receive \$0.74 million in reimbursements from FEMA for the deployment of personnel to the relief effort after Hurricane Katrina. As a result of the reimbursement, the Department will end the year on budget.

FY 2006-07 – The Department has submitted an initial budget estimate to restore the full cost of implementing minimum staffing of fire stations, which is currently being reviewed by the Mayor's Staff. Revised estimates have been prepared on the cost of providing fire suppression services to Treasure Island. The current Treasure Island budget does not contain the appropriate staffing level to match the required service delivery for Station 48.

An important date to remember in the budget cycle is April, 5, 2006, at 1:00 PM, when the Department is scheduled to make a 15-minute presentation to the Budget and Finance Committee.

The Department continues to host mutual operations exercises with San Mateo County every fourth Wednesday. This increases the Department's interoperability with surrounding jurisdictions. Exercise feedback has been excellent.

Planning and Resource Section is working with the Chief Financial officer to develop a model to predict overtime projections using historic fluctuations in relief factors and scheduling. The model will be used to optimize scheduling and staffing models that will assist the Department in projecting staffing models over the next few years, including retirements.

The Resource team is also working with the EMS Division to develop implementation plans for each operational phase of the EMS reconfiguration. In the first phase, the Department wants to draw down three to four 24-hour ambulances, which makes the location of the remaining ambulances, that are dynamically deployed, very important.

Support Services has been preparing the EMS reconfiguration projected site at 1450 Evans Street; the project is progressing well and will be ready by April 20, 2006, when the crews will be coming in. The Division of Training drill tower is under renovation, with the project scheduled for completion within 90 days.

Support Services is also working with the Public Utility Commission (PUC), who identified 66 low-pressure hydrants that will be used for domestic drinking water if a major disaster strikes and there is no water supply to houses. The PUC will attach a 12-outlet spigot to the bottom

outlet of the 66 identified hydrants and identify them with a blue water drop. Once all the 66 hydrant locations are confirmed, the Department will notify the Commission and will request the public to actually survey their area and locate the ones closest to their house.

Ten new apparatus have arrived and are being outfitted. The first three engines that were outfitted and put into service had a problem with the parking brake. The brakes were fading on steep hills even though all apparatus met the Department of Transportation standards and specifications. The malfunction was due to San Francisco's topography. There were no injuries and the manufacturer has upgraded their brake cams to meet the needs of San Francisco, with all new apparatus now undergoing retrofitting.

Capital improvement – The Department has met with Lennar Land Development representatives regarding the Hunter's Point development to discuss the Department's future needs for a training facility in that area. The Department requested nine acres and reviewed with Lennar its proposed plan. Meetings will continue on an on-going basis as Lennar continues to develop the project. Lennar representatives will be visiting the current training facilities at 19<sup>th</sup> and Folsom in the near future.

Human Resources has been assisting the Chief with acting and provisional assignments. The Chief has assigned 35 provisional members to the rank of H20 Lieutenant, fifteen provisional members to the rank of H4 Inspector, nine members for provisional assignments to the rank of H6 Investigator, and eight members for acting assignments to the rank of H20 Lieutenants.

Homeland Security members have inventoried all of the ESCRT (Emergency Structural Collapse Rescue Team) equipment at 1415 Evans Street. They will bar-code all equipment and put it into service on one of the UASI-funded Ford F454. It will be ready for deployment by April 1<sup>st</sup>, and by April 7<sup>th</sup> the second Ford F454 will be equipped and ready for deployment.

The Department is working on a wellness/fitness grant and is in the process of applying for funding to develop a Wellness program. The funding request is expected to total approximately \$1.4 million, and will require a match of approximately \$250,000 from the City. The Department's grant application includes fitness equipment for every firehouse, 1415 Evans Street warehouse, as well as Headquarters. It also includes software equipment to assess health fitness and to analyze the data. Furthermore, included is a request for funding one permanent consultant, an exercise specialist, a Department health fitness coordinator, and training for para-fitness trainers. Application deadline is April 7, 2006.

Investigative Services Bureau - Random drug and alcohol on-duty testing program tested 21 members to date this month, with three tested on weekends. To-date, 184 tests have been performed over 25 weeks. There have been 183 negative and one positive result. 165 males and 19 females have been tested.

Commissioner Lau asked to see the Department's plan for a business consultant under the Wellness grant application. Chief Massetani replied that he will provide Commissioner Lau with a draft copy.

#### 1906 EARTHQUAKE CENTENNIAL CELEBRATION AND REPORT FROM SFFD HISTORICAL SOCIETY

Captain James Lee, Chair, Centennial events, provided an update. He announced that the events will be taking place on April 15<sup>th</sup>, 16<sup>th</sup>, and 17<sup>th</sup> and that it is a joint effort between the San Francisco Fire Department and the SFFD Historical Society. The events are taking place at Pier 48, a 21,000 square foot covered pier, and at a 5-acre parking lot at Pac Bell Park. Initial



funding came from Wells Fargo and Sees Candy, and later PG&E, with a number of smaller sponsors helping the event to achieve its financial goal.

The events will be a three-day exposition on Saturday and Sunday, with Monday set aside for an educational outreach to the San Francisco Unified School District, and other various schools within the City. The Centennial Committee, in conjunction with the Chronicle newspaper, will be hosting a coloring contest for the children of the City with the winner announced at the Exposition.

A Firemen's ball is planned for the night of the April 15<sup>th</sup>, with Dick Bright and his full orchestra. It will be held at the Pier 48. Anywhere from 1,000 to 1,200 people are anticipated to be in attendance, with an entry cost of \$50. People are encouraged to dress in period attire, which could be anything from turn-of-the-Century, to the 1910s, '20s, and '30s. Captain Lee invited everyone to come and have a good time.

On the morning of the April 18<sup>th</sup>, the day will start at Lotta's Fountain with a memorial ceremony at approximately 5:00 AM. Furthermore, there will also be a parade on April 18<sup>th</sup>, sponsored by San Francisco Firefighters Local 798, which will commence at 10:00 AM from City Hall, proceed down Market Street and end at the Justin Herman Plaza.

Commissioner Conroy announced that in conjunction with the 100<sup>th</sup> Anniversary of the 1906 Earthquake, Scoma's Restaurant on Fisherman's Wharf was offering a three-course luncheon starting April 17<sup>th</sup> through April 21<sup>st</sup> and will donate the proceeds from the sale of the luncheons to the Department's fireboats.

#### SPECIAL REPORT – PROCESS OF AN INVESTIGATION

Captain Anthony Robinson, Investigative Services Bureau (ISB), and Jesusa Bushong, Manager, Human Resources Division, presented the report.

Ms. Bushong started out by explaining that there two types of complaints: (1) an EEO complaint which involves an incident alleging discrimination and which is filed directly with the Department's Human Resources Division, where it is forwarded to the Department of Human Resources with a recommendation; and (2) a possible rule violation, which is disciplinary in nature and involves an incident where an employee's conduct or demeanor potentially violates SFFD and/or City rules, regulations, and policies, and proceeds through the chain of command to the Deputy Chief, who assigns an investigator.

Captain Robinson explained the purpose and planning of an investigation. This consists of (1) determining which policies, procedures and practices apply; (2) determining whom to interview; and (3) preparing for the interview of witnesses. Documentation and recordkeeping are an essential part of the investigation, and must be maintained for each step. The investigator must evaluate all the facts, including the credibility of witnesses and of evidence, and must keep in mind items, such as plausibility, source of information, corroborating evidence, contradictions, omissions and motive.

Once the interviews are completed, the investigator must prepare an investigative report, which should include items, such as (1) a summary of the complaint; (2) names of witnesses and dates when they were interviewed; (3) summary of their statements; (4) an assessment of their creditability; (5) finding of fact for each element of the complaint; (6) a list of each rule or procedure that was violated; and (7) a list of documents reviewed. The investigative report must contain recommendations, such as one of the following: (1) counseling, (2) remediation, (3) re-training, (4) discipline, with no recommendation on amount, or (5) no further action.

Ms. Bushong explained that after the investigative report is submitted, the Chief of Department conducts a final review. If warranted, the Chief issues a charge letter to the employee, citing specific rule violations and the proposed disciplinary action. For discipline up to a 10-day suspension, the employee is given the opportunity to have a Skelly meeting, or if they don't want a Skelly meeting, they can respond in writing. For discipline greater than 10 days, the Chief of Department files charges with the Fire Commission and the Fire Commission hears that case.

If an employee submits a timely request to be heard a Skelly meeting will be held, during which the accused is provided the opportunity to present his or her side of the story. The Departmental Personnel Officer coordinates with the employee and/or the Union representative regarding a Skelly date and time. The Skelly meeting is presided over by the Departmental Personnel Officer, along with a Personnel Analyst from the Human Resources Division. After the Skelly, the Departmental Personnel Officer meets with the Chief to discuss the employee's response to the charges.

The Chief makes the final decision on the discipline and the employee is notified in writing. Typically, it is in the form of a suspension notice. The Chief can impose a suspension of 10 days or less but any discipline in excess of 10 days is referred to the Fire Commission. The employee also has the right to appeal the disciplinary action to the Fire Commission.

Discussion ensued with Commissioners asking questions and Ms. Bushong and Captain Robinson responding.

Commissioner Nakajo wished to know if the Department provides specialized training to members who are asked to conduct investigations. Captain Robinson responded that company officers in the field receive training. The officers in ISB receive training from City Attorneys. Battalion Chiefs, Assistant Chiefs and Assistant Deputy Chiefs also receive training and meet with City Attorneys to discuss procedures for the investigation.

Commissioner Nakajo wanted to know if most members use union representation. Captain Robinson responded that in 99% of the cases Local 798 is used for union representation, but the accused may have representatives from other employee organizations or even a family member present at the Skelly meeting. Every member who receives a two to ten day suspension has the right to request a Skelly meeting.

Commissioner Makras wished to know what type of notice is given to someone who files a complaint, and if they receive a response letter or the name of a person to contact. Captain Robinson responded that if a complaint is put in writing or even if it is a phone call, someone does get back to the complainant to tell them that the Department will be investigating.

Commissioner Makras continued asking questions related to procedures, such as the tracking complaints, and whether this would be in the form of a notebook or a computer program. He also wished to know if a member of the public, who filed a complaint, could they see the investigative report. Captain Robinson responded that complaints are tracked by a computer program that produces a document which is used by the Chief of Department, City Attorneys and investigators. Ms. Bushong stated that records of investigative files are considered personnel records and are confidential.

Commissioner Lau wished to know if ISB is understaffed and if so, does it impact the time it takes for cases to be completed. Chief Massetani responded that originally ISB was not meant to undertake investigations and that they were primarily involved with background checks for



potential recruits. It has only been recently that they became involved in investigations due to Captain Robinson's expertise.

Commissioner Conroy was interested in disclosure of personnel or private records of members of the Department during an investigation. He asked if there were privacy rules or regulations that prohibit it. Ms. Bushong responded that there are general constitutional rights of privacy as well as case law and, depending on the type of personnel record, additional statutory protections. In addition, no material is released during an on-going investigation prior to conclusion, since there might be risk of compromising the investigation.

Commissioner Conroy wished to know at what point is the investigation completed and when does the public have a right to access the information. Ms. Bushong responded that the public would gain access if there was confirmed misconduct and only if that fell within one of the categories covered by the Sunshine Ordinance. All that would be confirmed would be the record of misconduct and the actual investigative file would not be disclosed. Commissioner Conroy asked what she meant by the "record may be made public" as opposed to the investigative materials themselves. Ms. Bushong responded that the record would be the document confirming the charges, for instance, a suspension notice.

Commissioner Makras wished to know: (1) if the Chief had a time limit by when she must make a decision on a case once the investigation was completed, and was submitted to her by ISB; (2) if a member of the Department or a member of the public files a complaint, do they have the right to meet their accuser; and (3) how statistics are kept in regards to privacy. Staff could not respond to the questions at the meeting and will report back to the Commission after conducting some research.

Commissioner Makras thanked staff and asked everyone to reflect on what was learned at this meeting and how the investigative process could be improved, if improvement is necessary. He asked staff to return for further discussion and recommendations, and possible changes to the process.

In closing, Commissioner Conroy thanked Ms. Bushong and Captain Robinson for a most educational presentation. He asked them to return at the next regular meeting to continue the discussion.

#### PUBLIC COMMENT

*John Darmanin* thanked Commissioner Makras for facilitating an open discussion on the investigative process. He believes the investigative process that actually occurs is not as it was presented. Mr. Darmanin considers himself to be an expert in this area since he has served as a representative at hearings and was himself targeted.

#### PERSONNEL REPORTS

##### a. Physician's Report

Submitting biweekly report of Fire Department Physician concerning disability injuries, February 25 through March 10, 2006.

##### b. Retirements

Communications received from Retirement Board indicating the following members have retired:

Name	Rank	Type	Retirement Date
Kannisto, Richard A.	H20 Lieutenant	Service	Mar. 03, 2006
Wickliffe, William S.	H20 Lieutenant	Service	Feb. 25, 2006

*(Retirement Certificates will be presented at Fire Commission Meeting of April 27, 2006)*

c. Suspension

Reporting the following suspension:

<i>No./Rank of Members</i>	<i>Unit</i>	<i>Days Suspended</i>	<i>Dates</i>	<i>Violation of</i>
1 H3 FF/PM	Medic 17	2	01-28-06 thru 01-29-06	Sec. 3926 (Tardiness & Failure to Report)

d. Leaves

Reporting leaves of absence with pay for the time period from August 2005 through July 2006 for the following:

<i>No. of Members</i>	<i>Rank</i>	<i>Total amount of leave (days)</i>
1	1426 Senior Clerk Typist	36
14	H2 Firefighter	326
1	H3 Firefighter/Paramedic	8
3	H20 Lieutenant	92
1	H30 Captain	18
1	H33 Rescue Captain	22
1	H50 Assistant Chief	22
	Total Number of Days with Pay	444

Reporting intermittent leaves with pay for the time period from February 2006 through April 2007 for the following:

<i>No. of Members</i>	<i>Rank</i>	<i>Dates of leave</i>
1	1652 Senior Accountant	Feb 13, 2006 – May 13, 2006
1	H2 Firefighter	Feb 13, 2006 – Feb 13, 2007
1	H2 Firefighter	Feb 27, 2006 – Feb 27, 2007
1	H2 Firefighter	May 1, 2006 – Mar 31, 2007
1	H2 Firefighter	June 9, 2006 – Apr 1, 2007
1	H2 Firefighter	Apr 15, 2006 – Apr 15, 2007
1	H2 Firefighter	Mar 13, 2006 – Mar 12, 2007
1	H2 Firefighter	Apr 15, 2006 – Aug 31, 2006
1	H2 Firefighter	Apr 3, 2006 – Apr 2, 2007
1	H2 Firefighter	Feb 2, 2006 – Oct 14, 2006
1	H30 Captain	Mar 10, 2006 – Mar 10, 2007
1	H40 Battalion Chief	Mar 1, 2006 – Feb 28, 2007

Reporting leaves of absence without pay for the time period from August 2005 through May 2006 for the following:

<i>No. of Members</i>	<i>Rank</i>	<i>Total amount of leave (days)</i>
7	H2 Firefighter	234
1	H3 Firefighter/Paramedic	180
	Total number of Days w/o Pay	414

# ACCIDENT REPORTS

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:



	Accident No.	Accident Date	Serial No.	Category	Recommendation
Medic 5	05-6-123	1/10/2006	747	B	Bill
Cause:	Struck by vehicle - While returning to quarters, Medic 5 was struck by a vehicle in the adjoining lane				
Engine 13	05-6-124	2/2/2006	524	B	Bill
Cause:	While proceeding across an intersection on a green light, Eng 13 struck a civilian vehicle that "cut" Eng 13 off				
Truck 14	05-6-125	2/5/2006	611	A	File
Cause:	Driving skill deficiency - While responding with red lights and siren and exiting station, driver of Trk 14 struck a parked civilian vehicle across the street from the station				
Engine 1	05-6-126	2/10/2006	543	A	File
Cause:	Driver inattention - While responding with red lights and siren, Eng 1 struck a civilian vehicle that had pulled over to allow Eng 1 to pass				
Medic 32	05-6-127	2/10/2006	754	A	File
Cause:	Misjudged clearance - While responding to a vehicular accident, Medic 32 maneuvered around a stationary vehicle, hitting the vehicle				
Engine 10	05-6-128	2/11/2006	531	A	File
Cause:	Driving skill deficiency - While backing up at an accident, Eng 10 struck Medic 10				
Truck 10	05-6-129	2/11/2006	613	A	File
Cause:	Driving skill deficiency - During driver training, probationary firefighter struck tree branch, breaking side view mirror				
Rescue 2	05-6-130	2/11/2006	862	A	File
Cause:	Misjudged clearance - While responding with red lights and siren, Res 2 struck the mirror of a Yellow Cab				
Medic 1	05-6-131	2/12/2006	749	B	Bill
Cause:	Struck by vehicle - While parked in front of Station 1, Medic 1 was struck by a passing civilian vehicle				

Medic 36	05-6-132	2/13/2006	0	B	File
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Cause: Struck by vehicle - While responding with red lights and siren, Medic 36 was struck by a civilian vehicle that merged into Medic 36's lane

EMS RC 1	05-6-133	2/13/2006	378	B	File
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Cause: Struck by vehicle - Following a medical call, driver returned to RC 1 to find the passenger mirror broken

Truck 9	05-6-134	2/16/2006	618	A	File
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Cause: Misjudged clearance (tiller) - While traveling down a narrow street, the trailer section of Trk 9 struck a parked civilian vehicle

Engine 19	05-6-135	2/18/2006	501	B	Bill
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Cause: Struck by vehicle - While returning to quarters, Eng 19's mirror was struck by a passing vehicle

*Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.*

*Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.*

*Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.*

## 9. ADJOURNMENT

Prior to adjournment, President Conroy announced that there will be a Special Meeting on April 6, 2006, at City Hall, Room 250, starting at 5:30 PM – 1906 to 2006 – *The San Francisco Fire Department Response to a Major Incident*.

There being no further business to come before the Commission, the meeting was adjourned at 8:50 p.m.

Tania Bauer  
Secretary

**FIRE COMMISSION**  
City and County of San Francisco  
Gavin Newsom, Mayor

Paul A. Conroy, *President*  
Stephen A. Nakajo, *Vice President*  
Clementine Clarke, *Commissioner*  
George Lau, *Commissioner*  
Victor Makras, *Commissioner*



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Tania Bauer, *Secretary*

**RULES OF ORDER**

*Amended March 23, 2006*

**CHAPTER I – PUBLIC PARTICIPATION**

**Rule 1. Open Meeting Policy**

It is the policy of the San Francisco Fire Commission to conduct all official business through open and public meetings consistent with the Ralph M. Brown Act and the San Francisco Sunshine Ordinance.

**Rule 2. Public Participation Policy**

It is the policy of the San Francisco Fire Commission to encourage and permit public comment on matters within the Commission's jurisdiction.

**Rule 3. Public Comment**

**3.1. General Public Comment.** The Fire Commission shall include general public comment as an agenda item at each regular meeting of the Commission. During general public comment, each member of the public may address the Commission on matters within the Commission's jurisdiction. Each member of the public may address the Commission once during general public comment, for up to three minutes. The Commission will apply this time limit uniformly to members of the public, although the Commission will extend additional time as an accommodation to a member of the public with a disability that impairs his or her ability to speak. The President or the Commission may limit the total general public comment to 30 minutes and may limit the time allocated to each speaker depending on the number of speakers during general public comment and the number and anticipated duration of agenda items. At the conclusion of such comments, the Commission may not lawfully take action to approve or disapprove a new proposal that is not on the agenda but may refer the proposal to a city official for review.

**3.2. Public Comment on Agenda Items.** The Commission will provide for public comment on each item on the agenda, whether scheduled for discussion or action. Public comment on action items on the agenda will take place before the Commission takes action. Persons addressing the Commission on an agenda item shall confine their remarks to the agenda item before the Commission. For each agenda item, each member of the public may address the Commission once, for up to three minutes. The Commission will apply this time limit uniformly to members of the public, although the Commission will extend additional time as an accommodation to a member of the public with a disability that impairs his or her ability to speak. The President or the Commission may limit the public comment on an agenda item to



less than three minutes per speaker, based on the nature of the agenda item, the number of anticipated speakers for that item, and the number and anticipated duration of other agenda items.

**3.3. Speaker Identification.** Individuals making public comment may be requested, but not required, to identify themselves.

**3.4 Designated Public Comment Area.** Members of the public wishing to address the Commission must speak from the public comment area designated by the Commission Secretary. This area is near the front of the Commission Room on the Commission's right side and the audience's left. A microphone is located in the designated public comment area.

**3.5 Addressing the Commission.** Individuals wishing to speak during public comment must approach the public comment area on the side of the room where the designated public comment area is located. Speakers should form a line starting at the second row of chairs next to the designated public comment area. No one may interfere with another person who is addressing the Commission or in line to address the Commission. Individuals in line to address the Commission must remain behind the second row of chairs until it is their turn to make public comment, and only then may they approach the microphone to speak. Individuals should speak clearly into the microphone.

**3.6 Speaker Conduct.** The Commission will not tolerate disruptive or inappropriate conduct during public comment. Speakers who use profanity or who engage in yelling, screaming, name-calling, or other disruptive or inappropriate behavior will be directed to cease any such conduct and may be required to leave the meeting room.

**3.7 Audience Activity.** Although the Commission welcomes public comment, persons in the audience shall not vocally express support or opposition to statements by Commissioners or persons testifying. Thus, applause and booing are prohibited. Persons shall not bring signs into the chamber, although small signs or buttons may be worn on clothing. The Commission may request that persons refrain from other conduct that causes unreasonable distractions during the meeting.

**3.8 Comment, Not Debate.** During public comment, remarks from speakers shall be addressed to the Commission as a whole and not to individual Commission members, Fire Department personnel or the audience. Commissioners, Fire Department personnel, and other speakers are not required to respond to questions from a speaker. Commission members shall not enter into debate or discussion with speakers during public comment, although Commissioners may question speakers to obtain clarification. The President or the Commission may request a city official to investigate an issue raised during public comment and later report to a committee or to the Commission. The lack of a response by the Commissioners to public comment does not necessarily constitute agreement with or support of comments made during public comment.

**3.9 Conduct During Commission Meetings.** The President or Presiding Officer shall order removed from the meeting room any person who commits the following acts:

**3.9.1** Disorderly, contemptuous or insolent behavior toward the Commission or any member thereof, or any member of the Department, tending to interrupt the due and orderly course of said meeting;

**3.9.2** A breach of the peace, boisterous conduct or violent disturbance, tending to interrupt the due and orderly course of said meeting;



**3.9.3** Disobedience of any lawful order of the presiding officer, which shall include an order to be seated or to refrain from addressing the Commission; or

**3.9.4** Any other unlawful interference with the due and orderly course of said meeting.

**3.10 Approaching Commissioners or the Fire Chief During Proceedings.** Members of the public may not approach the Commissioners or the Chief of the Department during Commission proceedings. If a member of the public wishes to make an inquiry or provide correspondence or other materials to the Commission or the Chief, he or she shall present the inquiry or materials to the Commission Secretary before or after the meeting, during a break in the meeting, or after requesting and receiving permission to do so during public comment.

**3.11 Recording Commission Proceedings.** Members of the public may record Commission meetings. Anyone filming or taping the proceeding may position his or her equipment at the front of the Commission room. Once the recording device is started, however, the member of the public should return to his or her seat or a standing area in the room. Alternatively, a member of the public filming or taping the proceeding may stand with his or her recording equipment, as long as he or she stands behind the second row of chairs in the Commission room. No person may intentionally block or impede a member of the public's recording of the proceeding.

#### **Rule 4. Written Communications**

San Franciscans are encouraged to write to the Fire Commission concerning issues within the Commission's jurisdiction. The Secretary shall list the following written communications in the next agenda: (1) written communications from members of the public addressed directly to the Fire Commission; (2) commendations and letters of recognition received by the Chief of Department; and (3) any disciplinary charges filed by the Chief of Department. Communications shall also be kept and made available pursuant to the requirements of the Sunshine Ordinance.

### **CHAPTER II – MEETING TIMES AND ORGANIZATION**

#### **Rule 5. Meeting Times and Location**

The Fire Commission shall hold regular meetings in the Commission Room at Fire Department headquarters, 698 Second Street, San Francisco, at 6:00 p.m. on the 2<sup>nd</sup> and 4<sup>th</sup> Thursday of every month. The Commission shall not meet during the week after Thanksgiving, and shall not meet between December 24<sup>th</sup> and December 31<sup>st</sup>. Special meetings may be called at any time by the President of the Commission or by majority vote of the Commission members as specified in Section 67.6 of the Sunshine Ordinance.

#### **Rule 6. Special Meetings and Closed Sessions**

The Fire Commission may hold a special meeting at the call of the presiding officer or upon majority vote of the members. Special meetings may be held at the Commission Room, or at an alternate location, provided that a call and notice are provided as required by Section 67.6 of the Sunshine Ordinance. The Fire Commission may meet in closed session during a regular or special meeting only as specified in Sections 67.8 to 67.14 of the Sunshine Ordinance. The Secretary of the Commission shall post the action required to be reported after a closed session pursuant to the requirements of Administrative Code Section 67.12.

#### **Rule 7. Commission President**

The President shall call Commission meetings to order, preside at all meetings of the Commission and perform all other duties necessary or incidental to the office. The President

may create committees to perform such advisory functions as he/she shall determine, and may appoint and remove members from such committees at his/her pleasure.

#### **Rule 8. Commission Vice-President**

In the absence or inability of the President to act, the Vice-President shall take the place and perform the duties of the President.

#### **Rule 9. Voting**

Pursuant to San Francisco Charter Section 4.104, every official act of the Fire Commission shall be adopted by majority vote of the members, except that matters of procedure may be adopted by majority vote of the members present at a meeting, so long as the members present constitute a quorum; Commission business shall be conducted only when a quorum is present. The term "quorum" shall mean a majority of the members of the Commission.

#### **Rule 10. Order of Business**

Meetings of the Fire Commission shall proceed as set forth in an official agenda issued by the Secretary of the Commission, except that the presiding officer may call items out of order for any reasonable purpose.

#### **Rule 11. Secretary of the Commission**

The Secretary of the Commission shall call the roll at each Commission meeting, call each item on the agenda, and call and record all Commission votes by member. The Secretary shall assist the presiding officer as necessary to assure that meetings are orderly. The Secretary shall maintain a file of all written communications received by the Commission.

#### **Rule 12. Commission Agenda**

The Secretary of the Commission shall post an agenda before each meeting as required by Section 67.7 of the San Francisco Sunshine Ordinance. Each agenda shall specify the time and place of the meeting and contain a meaningful description of each item of business to be transacted or discussed.

#### **Rule 13. Commission Action**

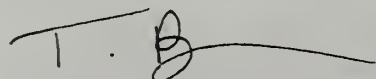
No action or discussion shall be taken on any item not appearing on the posted agenda, except as permitted under the exceptions set forth in Administrative Code Section 67.7.

#### **Rule 14. Minutes**

The Secretary shall prepare minutes of each meeting and present them for approval at the following meeting. The Secretary shall prepare and post the minutes in compliance with the timelines and other regulations set forth in Administrative Code Section 67.16.

Adopted at the Meeting of March 23, 2006

Ayes: Conroy, Nakajo, Clarke, Lau, Makras



Tania Bauer, Commission Secretary

## **COMPLAINT INVESTIGATION**

Presented by:  
Captain Anthony Robinson,  
Investigative Services Bureau  
Jesusa Bushong, Human Resources Division

### **Types of Complaint**

- Complaint of a possible EEO violation – involves an incident alleging discrimination
- Complaint of a possible rule violation – involves an incident where an employee's conduct or demeanor potentially violates SFFD and/or City rules, regulations and policies

### **Where a Complaint is Filed**

#### **EEO Complaint**

- Directly with the Department's Human Resources Division
- With any officer or supervisor, then forwarded to the Human Resources Division
- Chain of command is not required

### **Where a Complaint is Filed**

#### **Rule Violation Complaint**

- With the Deputy Chief of Operations' Office from a supervisor through the chain of command
- With the Chief's Office from a member of the public

### **Flow of Complaint**

#### **EEO Complaint**

- Upon receipt by the Human Resources Division, the complaint is reviewed and sent over to DHR/EEO with a brief analysis and recommendation
- If DHR determines that there is insufficient or no evidence of a possible EEO violation, the complaint is sent back to SFFD-HR for routine or further specific action

### **Flow of Complaint**

- Routine action involves sending the complainant a letter advising him/her of DHR's determination and providing the "How to File a Discrimination Complaint" form for future reference
- Special further action is typically on the part of the Administration, such as investigation of the complaint for potential rule violation(s), issuance of a directive to an involved party, etc.



### Flow of Complaint

- If DHR determines that the complaint presents allegation stating a *prima facie* EEO claim, the EEO Division of DHR proceeds with an investigation

### Flow of Complaint

#### Complaint of Rule Violation

- Upon receipt by the Deputy Chief of Operations, the complaint and supporting documentation are reviewed then assigned to an investigator. The investigator role could be at the rank of Battalion Chief, Assistant Chief, Assistant Deputy Chief or Captain of the Investigative Services Bureau.

### Purpose of Investigation

- Improve service to the public and working conditions
- Gather and analyze factual information about a potential rule violation
- Provide basis for discipline for rule violation
- Deter future violations

### Selection of Investigators

#### Assigned by the Deputy Chief of Operations

- Investigative Services Bureau Captain
- Assistant Chief
- Assistant Deputy Chief
- Battalion Chief
- Other person as determined by Deputy Chief

### Ethical Responsibilities of the Investigator

- Investigators are to conduct themselves in a professional manner
  - Factual
  - Objective
  - Consistent
  - Impartial
- Investigators shall not discuss investigation with anyone other than the Chief Officer who assigned the investigation and the City Attorney

### Planning the Investigation

#### Review all Documents and Evidence Related to the Investigation

- Thoroughly review the complaint to determine the exact nature of the problem
- Review any reports that may have been submitted
- Review journals, logs, e-mails, correspondence, and memos relayed to the case
- Review 911 call records or CAD reports as necessary



## Planning the Investigation

Determine Which Policies, Procedures, or Practices Apply

- Department Rules or Regulations
- Policy Guidelines
- General Orders
- Department Memos
- Standard Operating Procedures
- Medical Protocols
- Civil Service Rules

## Planning the Investigation

Determine Whom to Interview

- Interviews should start within reasonable time after receiving the investigation
- All interviews should be complete as soon as practicable
- Personnel interviewed should have witnessed or have personal knowledge of the incident
- Interview the complainant first
- Conduct all interviews in a private office

## Planning the Investigation

Tips for Conducting the Interview

- Union representation should be offered when appropriate
- Find out what the member knows
- Listen closely
- Focus on what they know not what they think or feel
- Follow up on what witness says
- Start with open-ended questions, narrow as you go along

## Planning the Investigation

Tips for Conducting the Interview

- No threats, harassment, intimidation, retaliation
- Keep an open mind
- Keep it confidential
- Respect members' private life
- Don't voice an opinion on the facts

## Planning the Investigation

Documentation and Recordkeeping

- A record shall be maintained of each step of the investigation
- All records, documents, and evidence shall be kept locked in the investigator's office
- Records, documents, or evidence shall not be provided to persons who are not directly involved in the case without approval

## Evaluating the Facts

The credibility of a witness and evidence should be determined through evaluating the following factors:

- Plausibility
- Source of information
- Corroborating evidence
- Contradictions
- Demeanor
- Omission
- Prior incidents
- Motive

## The Investigative Report

The report should include the following:

- A summary of the complaint
- The names of each witness and the dates they were interviewed
- A summary of each witness's statement
- An assessment of the credibility of each witness where relevant
- A finding of the fact of each element of the complaint
- A list of each rule or procedure that was violated and a description of the violation
- List of documents reviewed

## The Investigative Report

- Recommendations
  - Counseling
  - Remediation
  - Re-Training
  - Discipline (no recommendation on amount)
  - No further action

## The Charge Letter

- After the investigative report is completed, the Chief of Department conducts a final review of the facts of the case. Based on the findings of the investigation, where warranted, the Chief of Department then issues a charge letter to the employee citing the specific rule violations and the proposed disciplinary action.

## The Charge Letter

- For discipline up to a 10-day suspension, the employee is given an opportunity to have a Skelly meeting or respond to the charges in writing.
- For discipline greater than 10 days, charges are filled with the Fire Commission

## Skelly Meeting

- If an employee submits a timely request to be heard at a Skelly meeting, the Departmental Personnel Officer coordinates with the employee and/or Union representative regarding a Skelly date and time.
- The Skelly meeting is presided over by the Departmental Personnel Officer and one Human Resources Division analyst.

## Skelly Meeting

- The purpose of a Skelly meeting is to allow the employee and his/her representative to respond to the charges and provide supporting documents.
- The Skelly meeting is not a continuation of the investigation. The Department representative can ask questions of the employee or representative for clarification purposes, as necessary.
- The Skelly meeting is taped.

### Post-Skelly

- All materials/information gained during the Skelly meeting are turned over to the Chief of Department for review.
- The Departmental Personnel Officer discusses the employee's response to the charges with the Chief of Department.

### Post-Skelly

- The Chief of Department makes the final decision on the discipline and the employee is notified in writing. The Chief of Department can impose suspension of 10 days or less.
- Discipline in excess of a 10-day suspension is referred to the Fire Commission.
- The employee has the right to appeal the disciplinary action to the Fire Commission.

1. The first part of the paper discusses the importance of maintaining accurate records of all transactions. This is essential for the proper management of the company's finances and for ensuring compliance with relevant regulations.

2. The second part of the paper discusses the importance of maintaining accurate records of all transactions. This is essential for the proper management of the company's finances and for ensuring compliance with relevant regulations.

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6. The sixth part of the paper discusses the importance of maintaining accurate records of all transactions. This is essential for the proper management of the company's finances and for ensuring compliance with relevant regulations.



# FIRE COMMISSION

City and County of San Francisco  
Gavin Newsom, Mayor

Paul A. Conroy, *President*  
Stephen A. Nakajo, *Vice President*  
Clementine Clarke, *Commissioner*  
George Lau, *Commissioner*  
Victor Makras, *Commissioner*



698 Second Street  
San Francisco, CA 94107  
Telephone 415.558.3451  
Fax 415.558.3413  
Tania Bauer, *Secretary*

## FIRE COMMISSION SPECIAL MEETING

Thursday, April 6, 2006 – 5:30 PM

→ Room 250, City Hall, San Francisco, CA ←

### AGENDA

Item  
No

DOCUMENTS DEPT.

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#### 1. ROLL CALL

President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	George Lau
Commissioner	Victor Makras

Chief of Department	Joanne M. Hayes-White
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#### 2. 1906 to 2006 – THE SAN FRANCISCO FIRE DEPARTMENT RESPONSE TO A MAJOR INCIDENT *[Discussion]*

Problems encountered 100 years ago and how the Fire Department would respond today.

- The Fire Department's preparedness for a major earthquake and its application to readiness for other major incidents
- Discussion of Neighborhood Emergency Response Teams (NERT)
- News on Events for the 1906 Earthquake and Fire Centennial

#### 3. ADJOURNMENT



# THE UNIVERSITY OF CHICAGO

## DEPARTMENT OF CHEMISTRY

Office of the Department Head

Chicago, Illinois

1950

1950

Office of the Department Head

Office of the Department Head

The Department of Chemistry at the University of Chicago is pleased to announce the appointment of Dr. [Name] as [Position]. Dr. [Name] will be joining the faculty in the fall of 1950. He is currently [Current Position] at [Current Institution]. Dr. [Name] received his Ph.D. from the University of [Institution] in 1945. He has since been engaged in research in the field of [Field]. His research interests include [Interests]. He is a member of the [Society].

Dr. [Name] is a member of the [Society] and the [Society]. He is also a member of the [Society]. He is a member of the [Society]. He is a member of the [Society].

**FIRE COMMISSION**  
City and County of San Francisco  
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Tania Bauer, *Secretary*

**MINUTES OF THE FIRE COMMISSION SPECIAL MEETING**

Thursday, April 6, 2006 – 5:30 PM  
Room 250, City Hall, San Francisco, CA

The meeting was called to order by President Conroy at 5:50 PM.

**1. On ROLL CALL**, the following were present:

President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	George Lau
Commissioner	Victor Makras

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Chief of Department Joanne M. Hayes-White

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**2. 1906 to 2006 – THE SAN FRANCISCO FIRE DEPARTMENT RESPONSE TO A MAJOR INCIDENT [Discussion]**

Problems encountered 100 years ago and how the Fire Department would respond today.

**THE FIRE DEPARTMENT'S PREPAREDNESS FOR A MAJOR EARTHQUAKE AND ITS APPLICATION TO READINESS FOR OTHER MAJOR INCIDENTS**

Chief Hayes-White provided a report, accompanied by photographs, on the San Francisco's response to the 1906 Earthquake and Fire and the response the San Francisco Fire Department is prepared to make today in the event of a major incident. The Chief also reported on the NERT (Neighborhood Emergency Response Team) training program and announced upcoming activities to commemorate the earthquake centennial.

President Conroy thanked Chief Hayes-White for a comprehensive and informative report and asked for Commissioners' comments.

Commissioner Nakajo was concerned with preparation for disasters, whether natural or man made and considered NERT to be a role model for this. He suggested that perhaps a city-wide drill could be held, to highlight preparedness, with NERT being the center focus and coordinating it with the Fire Department.



SUBJECT: [illegible]

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[illegible]

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[illegible]

[illegible]

[illegible]

[illegible]



Commissioner Lau wished to know, in regards to the 1906 Earthquake Centennial events, if any private companies or corporations had become involved and made contributions. Chief Hayes-White responded that without the three major corporate sponsors the Fire and Earthquake exposition could not be offered free to the public. Wells Fargo contributed \$100,000 and See's Candy \$80,000 for the effort, and PG&E contributed \$50,000 specifically for the Expo. In addition, contributions were received from private citizens and fire enthusiasts.

Commissioner Makras wished to know if the city is truly prepared, the key questions being: are the fire stations fully staffed and are there enough supplies and backup systems, such as for water supply when there is no pressure. Chief Hayes-White responded that she has full confidence in the Department's backup systems as they relate to water supply, which she had reviewed earlier. Full staffing to 2004 levels should be restored through Proposition F by July 2006. She would prefer to see more equipment and medical supplies caches throughout the city. The Homeland Security funding from the federal government supplemented the Department's funds for training, exercises and equipment. Extra equipment and apparatus would be beneficial since in the case of a disaster the Department would be recalling personnel.

Commissioner Makras asked what the backup system to the water supply would be, if it broke down as it did in 1906. Chief Hayes-White responded that initially there is the domestic water supply. If that failed, the AWSS or Auxiliary Water Supply System would be used. In 1989, when a significant water failure occurred of both systems in the Marina, the fireboat *Phoenix* pumped water from the Bay into above ground mains or the 5" portable hydrant system. With three reservoirs and 172 cisterns, the Department can draw from these static pools of waters by using suction hoses.

Commissioner Clarke wished to know if there was an effort underway to obtain disaster preparedness kits for lower income areas in San Francisco. She had seen disaster preparedness kits in large stores but they were quite costly; she wondered if corporate sponsors had been contacted. Chief Hayes-White responded she hoped that the Department could find a corporate sponsor and then partner with the San Francisco Firefighters Toy Program to distribute comprehensive kits, along with toys, that lower income families would receive. Another concept is to make the 42 fire stations in the city community centers for disaster preparedness, including a free standing kiosk that would have information about disaster preparedness, and the public should feel free to come to fire stations to obtain materials and meet the firefighters in its neighborhood.

Commissioner Conroy, referring to the *9/11 Report* and citing the problem that was identified as lack of communication, asked the Chief to address this particular issue. Chief Hayes-White responded that the Department has a very good working relationship with the San Francisco Police Department, which are the first two responding agencies. The communication system is an 800-megahertz system, with a bank dedicated to being solely shared by the Department's counterparts in the Police Department. The city also has a state-of-the-art Emergency Communications Department with the newest type of CAD (Computer Aided Dispatch). If there is an emergency and someone can not communicate verbally, all of the Departments portable radios have a button that can be hit and it will key into the Emergency Communications Department.

Commissioner Conroy wished to know about in-service training and its frequency. Chief Hayes-White responded that there is formalized in-service training with eight to ten modules per year. Training can consist of continuing education units for the Department's EMTs and Paramedics licensing requirements, as well as for OSHA and NFPA standards. Structures have been modified at the Treasure Island training facility and search mazes and laddering training takes



place there, as well as code 3 driving. Every four to six weeks there is a formalized training cycle that all uniformed members must attend. In addition, there are daily drills at fire stations for which Battalion Chiefs are held accountable.

#### PUBLIC COMMENT

*Lynn Jacklevich*, NERT team leader, suggested that it be the Fire Commission's goal to have everyone in San Francisco NERT trained. She believed that preparedness information is welcome and so are disaster preparedness kits but it will be NERT skills that will help each person survive, and help their families and neighbors survive.

*Bob Jacklevich* appreciated the Commission's support of NERT. He pointed out that funding is always an issue and in the upcoming FY 2006-7 budget many valid programs will be competing for the same dollars. Everyone from the Mayor on down must recognize how important NERT is to the city.

*Earl Rogers*, Chaplain, San Francisco Rescue Mission, considers NERT invaluable and suggested that whoever is on duty in the Tenderloin's SRO hotels should be NERT trained since the occupants most likely will not be. He proposed that NERT be introduced in the schools with children coming home and asking their parents disaster preparedness questions, such as, "what are we going to do in an earthquake?"

*David Hirtz* compared the growth and maturity of the NERT training program. Ten years ago training was \$10 and now it is free; originally there were five coordinators and now there are 50; and originally there were two drills but this year there will be seven advanced skills drills. He mentioned that NERT has now two corporate partners, Schwab and Macy's, but more are needed in the downtown area. Mr. Hirtz believed that more city agencies should be made aware of the NERT mission and NERT functions.

*Gary Schlotterbeck*, 6<sup>th</sup> Street South of Market Coordinator, declared that the funding for NERT must not only be continued but needs to be increased. The more people that get NERT training, the more people will survive. He suggested that if the next earthquake is as great as the 1906, and water supply is short, tugboats as well as other vessel have fire pumps and that they would come forward and help pump water, if asked.

*Joan Girardot*, early NERT organizer, is very concerned about the AWSS. She attended the Capital Planning Committee where she heard that the AWSS is seismically unsafe and will need \$95 million to make it seismically safe, which is part of the city's ten-year capital plan. In this meeting, she heard that the AWSS was seismically safe. She asked for feedback on which evaluation is the correct one.

Commissioner Conroy asked about lack of funding to obtain equipment and supplies for reserve equipment, primarily engines and trucks. He asked the Chief to elaborate on whether the Department needs more of a reserve fleet in the event of a major incident. Chief Hayes-White responded that the Department has a reserve fleet consisting of older apparatus which is used when front line apparatus had to go out of service. Currently, the reserve apparatus is not equipped and crews have to remove all equipment from the front line piece and put it on the reserve piece. She believes that it would benefit the city and the Department to have the reserve fleet already outfitted with the necessary tools, equipment, fittings, hose and hose appliances to be ready to go when needed.

Commissioner Makras had three questions, namely, does the Department have a plan in place that would be a backup to existing supplies, such as cases of drinking water. Chief Hayes-White

THE UNIVERSITY OF CHICAGO  
DEPARTMENT OF CHEMISTRY  
JANUARY 1964

TO THE HONORABLE CHAIRMAN OF THE BOARD OF TRUSTEES  
OF THE UNIVERSITY OF CHICAGO

SIR:

I have the honor to acknowledge the receipt of your letter of the 11th inst. and in reply to inform you that the same has been forwarded to the appropriate authorities for their consideration.

I am, Sir, very respectfully,  
Yours obedient servant,  
[Signature]

THE UNIVERSITY OF CHICAGO  
DEPARTMENT OF CHEMISTRY  
CHICAGO, ILLINOIS



responded that the PUC (Public Utilities Commission) is the lead agency for drinking water, however, each Department is responsible to have plans in place. Water is available on the apparatus for post-firefighting operations and there should be a supply of up to three gallons per person for three days in fire stations. The PUC has launched an enhancement to the drinking water system, not only to the community but for the workforce. They have purchased water delivery trucks, as well as water stored "bladders" to be used in the event of a large-scale disaster. The Department hopes to have caches of water stored at each of its 50 facilities, 42 fire stations and eight ancillary areas. In answer to the second question, the Department has mechanisms in place to obtain delivery of supplies, equipment, human resources, as well as capital resources. Plans are already in place and there is a mechanism by which contact and communication is made to get additional supplies delivered on a relatively quick turn around.

Commissioner Makras other question dealt with the inaccessibility by the Fire and Building Inspection Departments to PG&E facilities. He believed full access should be afforded and PG&E should be accountable to the Chief and the Commission for this. In addition, they should supply maps and plans of their facilities, so that if an emergency happens, the Department can handle it without jeopardizing its force. He encouraged the Chief to resolve the issue. Chief Hayes-White responded that she would get back to him with a more comprehensive answer. She noted that the Department has a much better working relationship with PG&E than in the recent past. The Department has asked for the formation of a Safety team and is a member of that team.

Commissioner Makras had a general observation. He believed that it is Commission's responsibility to put a budget forward that meets all of the needs of the Department, and then if this Commission chooses to cut it back they can, and if the Board of Supervisors chooses to cut it back, they can learn from the Commission. He did not believe that the Commission should take the political ease in providing the Board with a budget that has narrow perimeters. Commissioner Makras believed that the Commission must provide the Board with a budget that addresses the Department's needs today and, also, addresses the Department's needs in case of an emergency. He wished the Chief to give her utmost consideration to his suggestion and be aware of it for future applications.

Commissioner Conroy extended his and the Commission's appreciation to everyone who had participated in NERT. It is an excellent way to be prepared to help yourself, to help your family, to help your neighbors, and to help your city when the next major incident occurs.

*Please note: The videotape of the April 6<sup>th</sup> Special Meeting can be viewed on Video on Demand on [www.sfgov.org/sfgtv](http://www.sfgov.org/sfgtv)*

### **3. ADJOURNMENT**

President Conroy adjourned the meeting in memory of the victims of the 1906 earthquake and fire and the victims of the 1989 earthquake, and in memory and honor of the 144 members of the San Francisco Fire Department who have died in the line of duty helping others.

There being no further business to come before the Commission, the meeting was adjourned at 7:40 p.m.

Tania Bauer  
Secretary



**FIRE COMMISSION**  
City and County of San Francisco  
Gavin Newsom, Mayor



Paul A. Conroy, *President*  
Stephen A. Nakajo, *Vice President*  
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George Lau, *Commissioner*  
Victor Makras, *Commissioner*

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Tania Bauer, *Secretary*

No. 06-12

**FIRE COMMISSION REGULAR MEETING**  
Thursday – April 13, 2006 – 6:00 p.m.  
698 Second Street, Room 102

**AGENDA**

DOCUMENTS DEPT.

Item No.

**1. ROLL CALL**

APR - 7 2006

President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	George Lau
Commissioner	Victor Makras
Chief of Department	Joanne Hayes-White

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04-07-07P02 39 R040

**2. PUBLIC COMMENT**

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. Commissioners are not to enter into debate or discussion with a speaker. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

**3. APPROVAL OF THE MINUTES [Action]**

Regular Meeting of March 23, 2006, and Special Meeting of March 23, 2006 (4:30 p.m.).

Action to be taken: Approval of the minutes



**San Francisco Fire Commission**  
**NOTICE OF COMMISSION PROCEDURES**

**Commission Office**

The San Francisco Fire Commission Office is located at 698 Second Street, Room 220, San Francisco, CA 94107. The telephone number is (415) 558-3451; the fax number is (415) 558-3413. The web address is [www.sfgov.org/fire\\_comm/](http://www.sfgov.org/fire_comm/). Office hours are from 8:30 a.m. to 5:00 p.m. Monday through Friday.

**Documents for Public Inspection**

Documents referred to in the agenda, if more than one page in length, are available for public inspection and copying at the Commission Office.

**Information on Disability Access<sup>1</sup>**

The Fire Commission regularly meets at Fire Department Headquarters, Room 102, 698 Second Street on the 2<sup>nd</sup> and 4<sup>th</sup> Thursday of the month.

The Fire Commission meeting room is wheelchair accessible. The closest accessible MUNI lines serving this location: 15 Third, 42 Downtown Loop, and N Judah (Second and King). Additional lines serving this location are the 30 Stockton and 45 Union. For more information about MUNI accessible services, call (415) 923-6142.

The following services are available on request 48 hours prior to the meeting: (1) American Sign Language interpreters; (2) use of readers, (3) sound enhancement system, and (4) alternative formats of the agenda and minutes. Please contact the Secretary, Fire Commission, at (415) 558-3451 to make arrangements. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

**Policy on use of Cell Phones, Pagers and Similar Sound-Producing Electronic Devices at and During Public Meetings**

The ringing and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

**Know your Rights under the Sunshine Ordinance**

*(Chapter 67 of the San Francisco Administrative Code)*

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance, or to report a violation of the ordinance, or to obtain a free copy of the Sunshine Ordinance, contact Donna Hall, Administrator of the Sunshine Ordinance Task Force, 1 Dr. Canton B. Goodlett Place, Room 409, San Francisco, CA 94 102-4683 at (415) 554-7724, by fax: (415) 554-7854, by e-mail: [Donna.Hall@sfgov.org](mailto:Donna.Hall@sfgov.org) or on the City's website at [www.sfgov.org/bdsupvrs/sunshine](http://www.sfgov.org/bdsupvrs/sunshine).

**San Francisco Lobbyist Ordinance**

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist (SF Campaign & Governmental Conduct Code § 2.100) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the San Francisco Ethics Commission at 30 Van Ness Ave., Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and web site <http://www.sfgov.org/ethics/>.



**4. COMMUNICATIONS RECEIVED BY COMMISSION [Discussion]**  
(March 17 through April 6, 2006)

**COMMUNICATIONS ADDRESSED DIRECTLY TO THE COMMISSION**

1. From Pierre Smit, inviting the Commission and all San Franciscans to a San Francisco Great Earthquake of 1906 Centennial Commemoration Mass on April 18, 2006 starting at 5:00AM, with a moment of silence at 5:12 AM at the exact time of the quake, at St. Emydius Church. Copy: Commissioners and Chief of Department.
2. From Mayor Gavin Newsom, City Attorney Dennis Herrera, Edward Harrington, Controller, and Edwin Lee, City Administrator, writing to emphasize the critical importance of assuring the accuracy of disclosures the City must make in connection with issuing bonds and other evidence of indebtedness. Copy: Commissioners and Chief of Department.
3. From Bruce Auld, thanking the Commission for providing ride-along experiences for EMT-B students at City College with various firehouses throughout the City. He felt privileged to have accompanied Medic 36 and Medic 5, and observed that they worked together as seamless teams. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.
4. From Faye Chan, praising the NERT program and noting that the experience was so valuable and beneficial not only to herself and her family but also to neighbors and the community that everyone should be encouraged to commit 6 evenings. Copy: Commissioners, Chief of Department and Deputy Chief, Administration.
5. From Lynda Paradise, declaring the NERT program to be great and hoping that the City will continue to fund it. Copy: Commissioners, Chief of Department and Deputy Chief, Administration.
6. From James Wisner, reporting an alleged arson incident in which he lost his house and his business and asking the Department to investigate. Copy: Commissioners, Chief of Department and Fire Marshal.
7. From Dona Whitman, Chairman of the Board, Whitman Enterprises, LLC, thanking the Commission for their diligent review of the RFP process undertaken by the Fire Department for the EMS Ambulance Billing and Collection Service prior to approving the contract. Copy: Commissioners, Chief of Department and Deputy Chief, Administration.
8. From Thomas Creedon, President, Scoma's Restaurant, Inc., announcing that in honor of the 100th Anniversary of the San Francisco Quake and Fire, Scoma's Restaurant will offer a three-course luncheon from April 17<sup>th</sup> through April 21<sup>st</sup>, with the proceeds from the sale of the week-long luncheon promotion donated to the Fire Department's fireboats.
9. From Joyce Kucharvy, noting that she attended the NERT program in order not to become a statistic in an emergency situation and to prepare herself to help emergency officials should the need arise. Copy: Commissioners, Chief of Department and Deputy Chief, Administration.
10. From Sheryl Harawitz, apprising the Commission of circumstances during an emergency evacuation at the DeYoung Museum, where employees appeared untrained in evacuation procedures and signs were allegedly not properly visible. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

11. From unsigned, regarding alleged violations of City codes at the Midnight Sun, Inc., regarding occupancy limits and fire hazards, and possible code violations with wiring and electrical system overloads. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

12. From Laura Mezirka, expressing her appreciation for the NERT program and advocating for its continuance since the program made something written on paper into reality for her. Copy: Commissioners, Chief of Department and Deputy Chief, Administration.

13. From Lara Sallee, President, Haight Ashbury Neighborhood Council, concerning the elimination of the position of Battalion Chief from District 5, and requesting an immediate remedy since the District has double the residents during the daytime, almost 10,000, due to UCSF. Copy: Commissioners, Chief of Department and Deputy Chief, Operations

#### COMMENDATIONS AND LETTERS OF RECOGNITION]

1. From Martin Uden, Consul General, British Consulate-General, San Francisco, expressing his support for the NERT program that was found by all participants, which included the Canadian and Australian Consulates-General, to be an invaluable experience. Copy: Commissioners, Chief of Department and Deputy Chief, Administration.

2. From Victor Yan, P.E., Sunset Church, expressing his appreciation of the superior service by the personnel of Station 18 in helping to clean out the flash flooding from the roof drain and, thereby, minimizing damage to a building from flood water. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

3. From Bo Mitchell, 911 Consulting, praising Ed Campbell, Battalion Chief, for his contribution during a discussion of the emergency response plan being created by *Modern Media*. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

4. From Helen Okamoto, praising the NERT program and recommending that every able-bodied adult and high school student should receive this free training so that San Francisco will be as prepared as it can be, unlike New York City or New Orleans. Copy: Commissioners, Chief of Department and Deputy Chief, Administrations.

5. From Jeff Kilmer, writing in support of the NERT program and considering the program to be invaluable not only in preparing for emergencies within his home and with his family, but also as a proactive activity that is needed to serve the citizens of San Francisco in the future. Copy: Commissioners, Chief of Department and Deputy Chief, Administration.

6. From Charles Clance, retired Park Ranger/Lifeguard, commending Firefighter Amit and Firefighter/Paramedic Atchinson for exhibiting competency and compassion during an injury he sustained during rock climbing. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

7. From Helen Archer-Dusté, RN, praising the NERT program as by far the most valuable and comprehensive training she has received and noting that the extended value of the NERT program can not be over estimated as a community strengthening activity. Copy: Commissioners, Chief of Department and Deputy Chief, Administration.

8. From Timothy C. Smith, Senior Vice President, Marsh Risk and Insurance Services, thanking the Department for the work of the Fire Investigation unit, their professional and

eloquent testimony during the trial and conviction of a perpetrator. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

## 5. CHIEF OF DEPARTMENT'S REPORT *[Discussion]*

### REPORT FROM CHIEF OF DEPARTMENT

Report from Chief of Department Joanne Hayes-White on current issues, activities and events, including discussion of the current budget and FY 2006-07 budget, updates on Divisions within the Department, including Administration, Operations, and the EMS Reconfiguration.

### REPORT FROM OPERATIONS

Richard E. Kochevar, Deputy Chief, Operations, reporting on overall operations during the period of March 9, 2006 through April 12, 2006, and a report from the Emergency Medical Services Division regarding EMS Division activities.

### PERSONNEL REPORTS

#### a. Physician's Report

Submitting biweekly report of Fire Department Physician concerning disability injuries, March 11 through March 24, 2006.

#### b. Appointments

Reporting the following PROBATIONARY appointments effective *MARCH 20, 2006*:

#### *H-3 Level II Paramedic*

##### *Name*

Ken D. Ainsworth  
Lawanda N. Anderson  
Robert E. Collinson  
Teresa A. Black  
Rey C. Buzon  
Megan K. Byrne  
Edwin A. Diaz  
Mathew P. Fluke  
Scott K. Hellesto  
Ashley S. Jardine  
Jody R. Jimenez  
Jesse J. Lange  
Armando D. Limon  
James A. Lockhart  
Jonathan W. Moulton  
Nathaniel Dillon Olivas  
Nash D. Quinto  
Jennifer M. Stow  
Zackary J. Tibbits  
Herman M. Viray, Jr.  
Jennifer C. Warden  
Ashley J. Wer

##### *Vice*

Annual Salary Ordinance Authorized  
Annual Salary Ordinance Authorized  
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Dennis Yu  
James L. Mogannam

Annual Salary Ordinance Authorized  
Annual Salary Ordinance Authorized

Reporting the following PERMANENT appointment effective *March 16, 2006*:

*1270 Departmental Personnel Officer*

Jesusa S. Bushong

c. Retirements

Communications received from Retirement Board indicating the following members have retired:

<i>Name</i>	<i>Rank</i>	<i>Type</i>	<i>Retirement Date</i>
Quartaroli, Alfred P.	H51 Asst. Deputy Chief II	Service	Mar. 18, 2006
Carr, Elmer R.	H32 Captain, Div. FP&I	Service	Mar. 11, 2006
Li, Ernest F.	H32 Captain, Div. FP&I	Service	Mar. 01, 2006
Landivar, William G.	H30 Captain	Service	Mar. 24, 2006

*(Retirement Certificates will be presented at Fire Commission Meeting of May 25, 2006)*

d. Suspension

Reporting the following suspension:

<i>No./Rank of Members</i>	<i>Unit</i>	<i>Days Suspended</i>	<i>Dates</i>	<i>Violation of</i>
1 H2 Firefighter	Engine 25	90 calendar days	04-01-06 thru 06-29-06	Sec. 3924 (Insubordination)

ACCIDENT REPORTS

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

<i>Accident No.</i>	<i>Accident Date</i>	<i>Serial No.</i>	<i>Category</i>	<i>Recommendation</i>	
Engine 10	05-6-136	2/11/2006	531	C	File
Cause:	Lack of defensive driving technique - While responding with red lights and siren, Eng 10 failed to gain control of the intersection and struck a civilian vehicle				
BFP	05-6-137	2/14/2006	40	B	File
Cause:	Struck by vehicle - Upon returning to the parked BFP vehicle, driver observed that it had been struck by another vehicle that fled the scene				
Engine 21	05-6-138	2/15/2006	526	A	File
Cause:	Misjudged clearance - While returning from an incident, Eng 21 scraped another vehicle				



Medic 36	05-6-139	2/16/2006	746	B	File
Cause:	Struck by vehicle - While parked at an incident, Medic 36 was struck by a passing vehicle that left the scene				
Engine 3	05-6-140	2/21/2006	544	B	Bill
Cause:	Struck by vehicle - While Eng 3 was parked in front of quarters, a passing vehicle struck and broke Eng 3's mirror				
Engine 28	05-6-141	2/22/2006	585	B	Bill
Cause:	Struck by vehicle - While making a right turn, Eng 28 was struck by a civilian vehicle that was also making a right turn and attempted to pass between the curb and Eng 28				
Engine 24	05-6-142	2/27/2006	597	A	File
Cause:	Misjudged clearance - While responding with red lights and siren on a narrow street, Eng 24 struck a parked civilian vehicle				
Medic 15	05-6-143	2/28/2006	755	B	Bill
Cause:	Struck by vehicle - While stopped at a red light, Medic 15 was struck by a civilian vehicle that pulled out of a parking space				
AWSS	05-6-144	3/1/2006	930	B	Bill
Cause:	Struck by vehicle - While making a right turn, department vehicle was rear ended				
Ambulance 93	05-6-145	3/2/2006	724	B	Bill
Cause:	Struck by vehicle - While parking, Amb 93 was struck by a passing delivery truck				

*Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.*

*Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.*

*Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.*

## 6. ADJOURNMENT



**FIRE COMMISSION**  
City and County of San Francisco  
Gavin Newsom, Mayor



Paul A. Conroy, *President*  
Stephen A. Nakajo, *Vice President*  
Clementine Clarke, *Commissioner*  
George Lau, *Commissioner*  
Victor Makras, *Commissioner*

698 Second Street  
San Francisco, CA 94107  
Telephone 415.558.3451  
Fax 415.558.3413  
Tania Bauer, *Secretary*

No. 06-12

**MINUTES OF THE FIRE COMMISSION**

**Regular Meeting – Thursday – April 13, 2006 – 6:00 p.m.**  
698 Second Street, Room 102

The meeting was called to order by President Conroy at 6:00 p.m.

Item No.

1. **ON ROLL CALL**, the following were noted present:

President Paul A. Conroy  
Vice President Stephen A. Nakajo  
Commissioner Clem Clarke  
Commissioner George Lau

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Commissioner Victor Makras was excused for vacation.

Joanne M. Hayes-White	Chief of Department
Richard E. Kochevar	Deputy Chief, Operations
Gary P. Massetani	Deputy Chief, Administration

Assistant Deputy Chiefs – Staff:

Patrick J. Casserly	Division of Airports
Peter Howes	Division of Emergency Medical Services
Paul H. Chin	Division of Fire Prevention and Investigation
Thomas A. Siragusa	Division of Training
Robert Navarro	Division of Homeland Security

Chief Officers – Firefighting Services:

Arthur W. Kenney	Division 2
John J. Lee	Division 3 (Acting)

EMS Officers:

James M. Fazackerley	Section Chief, Operations
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**2. PUBLIC COMMENT**

*Jim Connors*, thanked the Department for the support provided to *Make a Wish Foundation* when, in conjunction with the Police Department, they hosted 12-year old Wayne Hester



RESEARCH REPORT

ON THE KINETICS OF THE  
REACTION OF HYDROGEN  
PEROXIDE WITH  
HYDROXYLAMINE

BY  
J. H. KILPATRICK

EXPERIMENTAL		ANALYTICAL	
1	2	3	4
5	6	7	8
9	10	11	12
13	14	15	16
17	18	19	20
21	22	23	24
25	26	27	28
29	30	31	32
33	34	35	36
37	38	39	40
41	42	43	44
45	46	47	48
49	50	51	52
53	54	55	56
57	58	59	60
61	62	63	64
65	66	67	68
69	70	71	72
73	74	75	76
77	78	79	80
81	82	83	84
85	86	87	88
89	90	91	92
93	94	95	96
97	98	99	100



who has a life-threatening illness. Wayne's wish was to see the Golden Gate Bridge and he was treated to a helicopter ride over the bridge, a fireboat ride under the bridge and the Golden Gate Bridge Authority took him all over the bridge. In addition, the Fire Department took him for rides for two days on Engines.

*John Darmanin* reiterated his belief that public comment at the beginning of the meeting is less effective as an opportunity for the public to comment on current matters before the Fire Commission. He also voiced concerns about a number of issues regarding the Airport Fire Department.

*Richard Stacks*, wished to point out to the Commission the remarks made by Supervisor Daly during the Budget and Finance Committee hearing on April 12<sup>th</sup>. During the hearing, Supervisor Daly indicated, at least in Mr. Stacks' impression, that the implementation of Proposition F - full staffing of fire stations - was not necessarily a mandatory requirement. Mr. Stacks also noted that there is a body of opinion at City Hall that feels that San Francisco can get by with less fire safety.

### **3. APPROVAL OF THE MINUTES [Action]**

Regular Meeting of March 23, 2006, and Special Meeting of March 23, 2006 (4:30 p.m.).

Commissioner Lau moved and Commissioner Clarke seconded.

#### **PUBLIC COMMENT**

*John Darmanin* referred to the Special Meeting of the Commission on pending litigation and was concerned about the basis of the suit, whose legal briefs he was able to access through the Superior Court case number listed on the agenda. He believed that if the basis of the suit was factual, it placed the Fire Department in extreme exposure to liability.

There were no further questions or discussion and the minutes were approved as presented by a vote of 4-0. (Commissioners Conroy, Nakajo, Clarke, Lau)

### **4. COMMUNICATIONS RECEIVED BY COMMISSION [Discussion]** (March 17 through April 6, 2006)

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#### PUBLIC COMMENT

*John Darmanin* reiterated his belief that the Commission was not listing emails as communications received by the Commission and not considering emails to be legitimate correspondence. He is frustrated to the point of bringing the matter before the Sunshine Task Force.

Commissioner Conroy, referring to correspondence from the Haight Ashbury Neighborhood Council requesting the reinstatement of Battalion 5, asked Chief Hayes-White if she knew anything about the efforts of the group. She had discussed the matter with Supervisor Mirkarimi but additional funding would be necessary in the budget and it did not seem to be a high priority issue for the Supervisor.

Commissioner Conroy also noted that one of several letters praising NERT suggested that NERT training be brought into the schools. Commissioner Conroy expressed his support for this concept. Chief Hayes-White responded that she liked the idea but a curriculum would need to be developed, again a budgeting issue. She thought that it could be possible to present this modified NERT training under the auspices of Aisha Krieger's San Francisco

Firefighters in Schools program. Chief Hayes-White stated that she would consider the concept further.

## 5. CHIEF OF DEPARTMENT'S REPORT *[Discussion]*

### REPORT FROM CHIEF OF DEPARTMENT

Report from Chief of Department Joanne Hayes-White on current issues, activities and events, including discussion of the current budget and FY 2006-07 budget, updates on Divisions within the Department, including Administration, Operations, and the EMS Reconfiguration.

Chief Hayes-White presented the report.

Countering Terrorism: Sharing Experiences and Expertise, Israel – There were approximately 120 attendees, comprised of 60 Homeland Security, Fire Service and Fire Prevention professionals from the United States. The conference was extremely valuable and encompassed discussions of security of infrastructures and a comprehensive drill that engaged first responders from decontamination at the site to arrival and delivery of sick and injured patients at the hospital.

FY 2006-07 Budget – The Department appeared before the Budget and Finance Committee of the Board of Supervisors on April 5, 2006 for a presentation of the proposed budget. She wished to acknowledge the support provided by Richard Stacks and others in the community who attend Commission meetings and these Budget meetings.

Supervisor Daly, chair posed a number of questions dealing with challenges the Department had in putting together the 2006-07 budget. There was discussion regarding revenues in Fire Prevention and the new EMS billing contract, which will use a more efficient and streamlined system for collection.

Supervisor Daly brought up the issue of Proposition F and asked how the Department planned to meet that challenge. The Chief responded that it was a mandate by the voters and the city was responsible for funding an approximate \$7.5 million. Supervisor Daly directed his question to the Controller in initially, and then to the City Attorney, whether Proposition F truly needed to be implemented. The City Attorney indicated that it was a voter mandate and that it had to be implemented. Chief Hayes-White stated that at individual meetings with members of the Committee she would present the Department's budget in more detail and make clear that the Department could not absorb any cost for the implementation of Proposition F.

Johnson & Johnson Grant – The Department was awarded a \$100,000 grant for the NERT program by Johnson & Johnson. Chief Hayes-White hoped that this will become an annual contribution. In addition, Johnson & Johnson contributed \$20,000 in medical supplies that will be cached in various areas, including fire stations.

Health and Wellness Grants – The Department submitted on April 7<sup>th</sup> a proposal for a Health & Wellness grant in the amount of \$1.4 million, with matching funds of \$365,000 required. If successful, the funds may be used for fitness equipment in fire stations and equipment for the Physician's Office.

Every 15 Minutes – The Department, in conjunction with the Police Department, participated in the program directed at 14- to 17-year olds that sends a strong message, namely, that every 15 minutes there is a drunk-driving major injury or death. It is a brilliant program that realistically simulates the events that can occur as a consequence of drunk driving.



1906 Earthquake Centennial – Commemorate, Celebrate and Educate. A commemoration will take place at Lotta's Fountain on April 18<sup>th</sup>, 4:30 AM. A celebratory parade, sponsored by San Francisco Firefighters Local 798, will take place on Market Street. There will be a free exposition of historical equipment and memorabilia, and earthquake preparedness at Pier 48. The public was invited to participate in all the events.

San Francisco – Walk America – Chief Hayes-White is the chair for the event. The Department has committed to raising a \$100,000 for the March of Dimes Walk-a-Thon. The event will be held on April 29, 2006. Everyone is encouraged to participate and find out more about March of Dimes, a great organization.

Acknowledgement of Assistant Deputy Chief Paul Chin, Fire Marshal – Chief Hayes-White wished to acknowledge Chief Chin during his last Commission meeting. She recounted the positions he has held over his 32 years in the Department. She appointed him as Fire Marshal two years ago and before that Chief Chin had been in the field as a Battalion Chief and heavily involved with strengthening the water rescue program. He has served in Communications during the critical phase of the EMS merger. Chief Hayes-White declared that when he was needed to represent the Department, she could always count on him, no matter how short the notice.

Commissioner Conroy commended Chief Chin both for his work in the Department and for his work in serving the community and asked if he would like to speak. Chief Chin stated that he will miss working for the Department that allowed him to grow and make many friends. He thanked the Chief for having confidence in him when she selected him as Fire Marshal and hoped he had not let her down. He added that it will be difficult for him to step outside its parameters but he felt that it was time to move on and allow someone else the opportunity to move the Department forward.

Commissioner Nakajo noted that he had witnessed the development of Chief Chin through every rank, promotion and ceremony. He found particularly commendable his commitment not just to the Asian-American community but his commitment to the community overall. Chief Chin served as a role model at a time when there few for Asian-American firefighters.

Commissioner Lau echoed Commissioner Nakajo's sentiments and congratulated Chief Chin on his well-deserved retirement. Commissioner Lau asked Chief Hayes-White to elaborate on Supervisor Daly's comments at the Budget and Finance Committee meeting. Chief Hayes-White stated that she was concerned because it seemed that Supervisor Daly would continue to pursue the question of whether Proposition F needs to be implemented, regardless that it was voter approved. Commissioner Lau asked what the estimated implementation cost is and the Chief responded that it was \$7.5 as established by the Mayor's Office.

Commissioner Conroy wished to know if the Department will be able to take off Firefighters from the ambulances and replace them with transport tier EMTs and paramedics, before the implementation of Proposition F and, thereby, fully staff apparatus in compliance with Proposition F. Chief Hayes-White responded it will be a phased implementation as previously stated in the plan and it will take 18-24 months to fully accomplish it. Commissioner Conroy asked if there would be a spike in overtime with the first payroll in July. Chief Hayes-White responded that typically there was an overtime spike in July but she did not anticipate anything that was major.

Commissioner Conroy thanked the Chief, the command staff, Captain Zanoft and Lieutenant Arteseros for the excellent presentation on April 6<sup>th</sup> at City Hall. He believed that it was very informative and a good program for the City to broadcast. Commissioner Conroy declared that

the Commission needs to be fully informed as to what the Department intends to do in the event of a major incident. He noted that the Department's presentation at the April 6<sup>th</sup> meeting in City Hall was appropriate for the context and for the wide public TV audience. He asked for a written report to the Commission that provided greater detail as to how the Department would respond to a major incident. Commissioner Conroy felt that the Commission, in its oversight role, should have very specific information. However, if there were security issues, it should be approached with sensitivity and, perhaps, part of the report could be given verbally in closed session but keeping in mind that as much information as possible should be available to the public. The Chief agreed, and responded that for a comprehensive report the Department would require four to six weeks of preparation time.

#### REPORT FROM OPERATIONS

Richard Kochevar, Deputy Chief, Operations, provided the report for the period of March 8, 2006 through April 12, 2006. There had been three Greater Alarms and 27 working fires. The greater alarm fires resulted in: a total of \$1,236,000 (1) \$975,000 in property damage; (2) \$195,000 in content damage; (3) \$65,000 in exposure property damage; (4) \$1,000 in exposure content damage; (5) no civilians injured; (6) no firefighters injured; and (7) 48 people were displaced.

The Chiefs' Office Supported the Every Fifteen Minutes program at St. Ignatius High School and March 30 and 31, 2006, with field suppression companies. Units conducted a victim extrication and provided medical treatment from a two-vehicle accident (MVA). Every Fifteen Minutes is an educational program for high school students about making mature decisions when alcoholic beverages are involved and shows a possible after effect. Agencies involved in the program are the San Francisco Fire Department (SFFD), the Police Department, the California Highway Patrol (CHP) and the Office of Traffic Safety.

The Department responded to a bay rescue on April 10<sup>th</sup> at 4<sup>th</sup> and Channel streets. Rescue 1 and Rescue 2 divers searched the channel; the fireboat Phoenix and the personal watercraft from Station 16 participated. A body of a deceased male was recovered from the bottom of the channel.

Field officers reviewed the Water Supply Manual and conducted drills involving the AWSS (Auxiliary Water Supply System). All members are expected to answer questions and describe the system as well as operate it.

Pediatric Advanced Life Support (PALS) training and the National Registry application review concluded April 10<sup>th</sup>. Paramedics attended a one day 8-hour training session. April is designated as the month for specialized training, with wildland training and mutual response training starting April 10<sup>th</sup>.

Furthermore, SFFD stations at the San Francisco International Airport responded to 170 emergencies in February and 241 emergencies March of 2006.

#### EMS Report

Pete Howes, Assistant Deputy Chief, EMS, apprised the Commission that the paramedic recruits were receiving excellent training under Chief Siragusa's staff. The next phase will be field evaluations and observation. Emphasis is being placed on map orientation and map tests throughout the training; however, they will also have GPSs (global positioning devices). Soft roll out will start in the beginning of May and the paramedics will be out on the streets handling Code 2 calls. Within two to three weeks, after observation, they will start responding to code 3 calls.



Beta testing has started on dynamic deployment which means that dispatchers are now testing their ability to move resources around and not have them positioned at stations. It means that once an ambulance leaves a station on a call, it remains in the community and the dispatchers are able to move them where most likely be needed or position them for a call in a surrounding neighborhood.

Chief Howes announced that there are new performance management plans for the EMS Division. There will be a baseline survey of the EMS system to all stakeholders and the recruits will be surveyed at 90, 180, and 270 days into their service with the Department. In addition there is an up-step for paramedic field captains, who will respond with the recruits on Code 2 and Code 3 calls. They will be on scene mentoring the recruits until they become familiar with the system.

Chief Howes reviewed for the Commission the attributes of a successful EMS system: (1) clinically proficient workforce; (2) customer service driven; (3) stable workforce; (4) active research and training; and (5) complies with or exceeds regulatory or industry standards. He related that the Department is working with the EMS agency and the Department of Public Health to ensure that performance management standards are aligned with their expectations.

Chief Howes announced that the Department has purchased a multi-casualty unit with UASI funds. The unit will be utilized when a large disaster occurs and there is a large casualty count, with a substantial number of people being treated on the scene.

In closing Chief Howes wished to commend Engine 36, staffed by Lieutenant Barry Lo, Firefighters Arnold Choy and Charles McCoy and Firefighter/Paramedic Ron Johansen, who worked as a team in a high-stress situation in a full restaurant, and were able to extract a piece of Calamari lodged deep in a woman's throat. The woman was fully recovered within minutes.

Discussion ensued with Commissioners asking questions and Chief Howes, Chief Kochevar and Chief Hayes-White responding.

Commissioner Nakajo wished to know about the recent town hall meeting - what the goal was and for whom it was intended and whether it was successful. Chief Howes responded that the goal was to inform members of the progress with the reconfiguration. Unfortunately, a union meeting was scheduled at the same time but members who attended were able to pass information to others who could not attend. Chief Howes had received numerous telephone calls regarding updates and the union asked for information that could published in the Mainline, and for those reason he believed it to have been successful. The next town hall meeting will be in approximately 90 days.

Commissioner Nakajo remarked on the large quantity of excellent information provided by the highly professional staff of the Department. He suggested that perhaps a newsletter or a web program about updates from the EMS Division and other Divisions could be made available to the general public and to members who are interested but could not attend that particular meeting. He wished to know when graduation is scheduled for the paramedic recruits. Chief Howes responded that graduation target date is May 5<sup>th</sup>.

Commissioner Conroy, referring to proposition F and Commissioner Makras' remarks at the April 6<sup>th</sup> meeting, asked whether there is anything else the Department needs for a major incident. If so, what is it and how much would it cost. He hoped that this would be answered in the report that he had requested. He wished to know that when the Mayor presents his budget to the Board, will it include Proposition F funding and also take into account reduced revenues for the Department. He was aware that the Mayor's Office is in the process of putting the

package together. Chief Hayes-White responded that the budget is a work in progress but that she was under the assumption that Prop F will be funded from outside of the proposed operating budget.

#### PUBLIC COMMENT

*Richard Stacks* referred to a public speaker at the April 6<sup>th</sup> City Hall meeting and her reference to the Capital Advisory Committees and a submission for \$95 million for future expenditures on the AWSS (Auxiliary Water Supply System). He believed that an expenditure of that size must be sold and the case made for fire safety in San Francisco. He used New Orleans and Katrina as an example, noting that one was a hurricane and a natural disaster; the other was a flood and a manmade disaster since everyone knew that the levees could only withstand a category 3. The political will was not there to strengthen the levees. The AWSS is to San Francisco what the levees were to New Orleans. An investment must be made in the AWSS as a defense for the city. Again, it is a political choice.

*John Darmanin* pointed out the difficulties he went through to obtain information from the Fire Department regarding the 395 Capp Street fire, at which there were three fatalities and a number of injuries to firefighters and officers. There was an OSHA investigation and two citations were issued. He believed that they should be posted, a requirement by OSHA, and they should be widely distributed but he has not observed that this took place.

#### PERSONNEL REPORTS

a. Physician's Report

Submitting biweekly report of Fire Department Physician concerning disability injuries, March 11 through March 24, 2006.

b. Appointments

Reporting the following PROBATIONARY appointments effective *MARCH 20, 2006*:

##### *H-3 Level II Paramedic*

<i>Name</i>	<i>Vice</i>
Ken D. Ainsworth	Annual Salary Ordinance Authorized
Lawanda N. Anderson	Annual Salary Ordinance Authorized
Robert E. Collinson	Annual Salary Ordinance Authorized
Teresa A. Black	Annual Salary Ordinance Authorized
Rey C. Buzon	Annual Salary Ordinance Authorized
Megan K. Byrne	Annual Salary Ordinance Authorized
Edwin A. Diaz	Annual Salary Ordinance Authorized
Mathew P. Fluke	Annual Salary Ordinance Authorized
Scott K. Hellesto	Annual Salary Ordinance Authorized
Ashley S. Jardine	Annual Salary Ordinance Authorized
Jody R. Jimenez	Annual Salary Ordinance Authorized
Jesse J. Lange	Annual Salary Ordinance Authorized
Armando D. Limon	Annual Salary Ordinance Authorized
James A. Lockhart	Annual Salary Ordinance Authorized
Jonathan W. Moulton	Annual Salary Ordinance Authorized
Nathaniel Dillon Olivas	Annual Salary Ordinance Authorized
Nash D. Quinto	Annual Salary Ordinance Authorized
Jennifer M. Stow	Annual Salary Ordinance Authorized



Zackary J. Tibbits	Annual Salary Ordinance Authorized
Herman M. Viray, Jr.	Annual Salary Ordinance Authorized
Jennifer C. Warden	Annual Salary Ordinance Authorized
Ashley J. Wer	Annual Salary Ordinance Authorized
Dennis Yu	Annual Salary Ordinance Authorized
James L. Mogannam	Annual Salary Ordinance Authorized

Reporting the following PERMANENT appointment effective *March 16, 2006*:

*1270 Departmental Personnel Officer*

Jesusa S. Bushong

c. Retirements

Communications received from Retirement Board indicating the following members have retired:

<i>Name</i>	<i>Rank</i>	<i>Type</i>	<i>Retirement Date</i>
Quartaroli, Alfred P.	H51 Asst. Deputy Chief II	Service	Mar. 18, 2006
Carr, Elmer R.	H32 Captain, Div. FP&I	Service	Mar. 11, 2006
Li, Ernest F.	H32 Captain, Div. FP&I	Service	Mar. 01, 2006
Landivar, William G.	H30 Captain	Service	Mar. 24, 2006

*(Retirement Certificates will be presented at Fire Commission Meeting of May 25, 2006)*

d. Suspension

Reporting the following suspension:

<i>No./Rank of Members</i>	<i>Unit</i>	<i>Days Suspended</i>	<i>Dates</i>	<i>Violation of</i>
1 H2 Firefighter	Engine 25	90 calendar days	04-01-06 thru 06-29-06	Sec. 3924 (Insubordination)

ACCIDENT REPORTS

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	<i>Accident No.</i>	<i>Accident Date</i>	<i>Serial No.</i>	<i>Category</i>	<i>Recommendation</i>
Engine 10	05-6-136	2/11/2006	531	C	File

Cause: Lack of defensive driving technique - While responding with red lights and siren, Eng 10 failed to gain control of the intersection and struck a civilian vehicle

BFP	05-6-137	2/14/2006	40	B	File
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Cause: Struck by vehicle - Upon returning to the parked BFP vehicle, driver observed that it had been struck by another vehicle that fled the scene

Engine 21	05-6-138	2/15/2006	526	A	File
Cause:	Misjudged clearance - While returning from an incident, Eng 21 scraped another vehicle				
Medic 36	05-6-139	2/16/2006	746	B	File
Cause:	Struck by vehicle - While parked at an incident, Medic 36 was struck by a passing vehicle that left the scene				
Engine 3	05-6-140	2/21/2006	544	B	Bill
Cause:	Struck by vehicle - While Eng 3 was parked in front of quarters, a passing vehicle struck and broke Eng 3's mirror				
Engine 28	05-6-141	2/22/2006	585	B	Bill
Cause:	Struck by vehicle - While making a right turn, Eng 28 was struck by a civilian vehicle that was also making a right turn and attempted to pass between the curb and Eng 28				
Engine 24	05-6-142	2/27/2006	597	A	File
Cause:	Misjudged clearance - While responding with red lights and siren on a narrow street, Eng 24 struck a parked civilian vehicle				
Medic 15	05-6-143	2/28/2006	755	B	Bill
Cause:	Struck by vehicle - While stopped at a red light, Medic 15 was struck by a civilian vehicle that pulled out of a parking space				
AWSS	05-6-144	3/1/2006	930	B	Bill
Cause:	Struck by vehicle - While making a right turn, department vehicle was rear ended				
Ambulance 93	05-6-145	3/2/2006	724	B	Bill
Cause:	Struck by vehicle - While parking, Amb 93 was struck by a passing delivery truck				

*Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.*

*Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.*

*Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.*

President Conroy directed that the report be accepted and incorporated in the minutes of today's meeting.

## **6. ADJOURNMENT**

President Conroy wished to adjourn the meeting in honor of Chief Chin's retirement and in memory of those who lost their lives in 1906.

There being no further business to come before the Commission, the meeting was adjourned at 7:55 p.m.

Tania Bauer  
Secretary







## FIRE COMMISSION SPECIAL HEARING

Thursday, April 27, 2006– 4:30 PM

698 Second Street, Room 221, San Francisco, CA 94107

## AGENDA

Item  
No

DOCUMENTS DEPT.

## 1. ROLL CALL

APR 24 2006

President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	George Lau
Commissioner	Victor Makras

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04-24-07A09.1v RC

2. CHIEF OF DEPARTMENT'S REQUEST TO REMAND FORMAL CHARGES  
AGAINST FIREFIGHTER KEITH BARAKA, DATED 3/9/04 [DISCUSSION AND  
POSSIBLE ACTION ITEM]

This portion of the meeting may be held in closed session under California Government Code section 54957(b) and San Francisco Administrative Code section 67.10(b). If so,

- a. Public comment on all matters pertaining to closed session
- b. Vote on whether to hold closed session [ACTION ITEM]

## c. CLOSED SESSION

- 1. Discussion on request to remand charges
- 2. Deliberations and possible vote on whether to remand charges [ACTION ITEM]

## d. RECONVENE IN OPEN SESSION

- 1. Report on action taken in closed session as specified in California Government Code section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4).
- 2. Vote to elect whether to disclose any or all discussions held in closed session under San Francisco Administrative Code Section 67.12(a) [ACTION ITEM].

3. CHIEF OF DEPARTMENT'S REQUEST TO REMAND FORMAL CHARGES  
AGAINST FIREFIGHTER RICHARD ESPINOZA, DATED 6/4/04 [DISCUSSION AND  
POSSIBLE ACTION ITEM]

This portion of the meeting may be held in closed session under Government Code section 54957(b) and San Francisco Administrative Code section 67.10(b). If so,

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- a. Public comment on all matters pertaining to closed session
  - b. Vote on whether to hold closed session [ACTION ITEM]
  - c. CLOSED SESSION
    - 1. Discussion on request to remand charges
    - 2. Deliberation and possible vote on whether to remand charges [ACTION ITEM]
  - d. RECONVENE IN OPEN SESSION
    - 1. Report on action taken in closed session as specified in California Government Code section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4).
    - 2. Vote to elect whether to disclose any or all discussions held in closed session under San Francisco Administrative Code Section 67.12(a) [ACTION ITEM].
- 3. ADJOURNMENT**





**FIRE COMMISSION**  
City and County of San Francisco  
Gavin Newsom, Mayor

Paul A. Conroy, *President*  
Stephen A. Nakajo, *Vice President*  
Clementine Clarke, *Commissioner*  
George Lau, *Commissioner*  
Victor Makras, *Commissioner*



698 Second Street  
San Francisco, CA 94107  
Telephone 415.558.3451  
Fax 415.558.3413  
Tania Bauer, *Secretary*

No. 06-14

**FIRE COMMISSION REGULAR MEETING**

Thursday – April 27, 2006 – 6:00 p.m.  
698 Second Street, Room 102

**AGENDA**

DOCUMENTS DEPT.

Item No.

**1. ROLL CALL**

APR 24 2006

President Paul A. Conroy  
Vice President Stephen A. Nakajo  
Commissioner Clem Clarke  
Commissioner George Lau  
Commissioner Victor Makras

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04-24-37A09 49 RCV

Chief of Department Joanne Hayes-White

**2. PUBLIC COMMENT**

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. Commissioners are not to enter into debate or discussion with a speaker. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

**3. CERTIFICATE OF COMPLETION [Discussion]**

(Cont'd from Meeting of 02-23-06)

Presenting to Lieutenant Nicol Juratovac a Certificate of Completion of the four-year "Executive Fire Officer Program" from the National Fire Academy of the U.S. Fire Administration.

**4. FURTHER RESPONSE TO CITY CONTROLLER REGARDING GRAND JURY REPORT  
[Action]**

Discussion and possible adoption of further response by Fire Commission to City Controller regarding 2003-2004 Civil Grand Jury Report concerning the Merger of Emergency Medical Services and the San Francisco Fire Department.

*Action to be taken: Adoption of further response to City Controller regarding Grand Jury Report*

**San Francisco Fire Commission**  
**NOTICE OF COMMISSION PROCEDURES**

**Commission Office**

The San Francisco Fire Commission Office is located at 698 Second Street, Room 220, San Francisco, CA 94107. The telephone number is (415) 558-3451; the fax number is (415) 558-3413. The web address is [www.sfgov.org/fire\\_comm/](http://www.sfgov.org/fire_comm/). Office hours are from 8:30 a.m. to 5:00 p.m. Monday through Friday.

**Documents for Public Inspection**

Documents referred to in the agenda, if more than one page in length, are available for public inspection and copying at the Commission Office.

**Information on Disability Access<sup>1</sup>**

The Fire Commission regularly meets at Fire Department Headquarters, Room 102, 698 Second Street on the 2<sup>nd</sup> and 4<sup>th</sup> Thursday of the month.

The Fire Commission meeting room is wheelchair accessible. The closest accessible MUNI lines serving this location: 15 Third, 42 Downtown Loop, and N Judah (Second and King). Additional lines serving this location are the 30 Stockton and 45 Union. For more information about MUNI accessible services, call (415) 923-6142.

The following services are available on request 48 hours prior to the meeting: (1) American Sign Language interpreters; (2) use of readers, (3) sound enhancement system, and (4) alternative formats of the agenda and minutes. Please contact the Secretary, Fire Commission, at (415) 558-3451 to make arrangements. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

**Policy on use of Cell Phones, Pagers and Similar Sound-Producing Electronic Devices at and During Public Meetings**

The ringing and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

**Know your Rights under the Sunshine Ordinance**  
*(Chapter 67 of the San Francisco Administrative Code)*

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance, or to report a violation of the ordinance, or to obtain a free copy of the Sunshine Ordinance, contact Donna Hall, Administrator of the Sunshine Ordinance Task Force, 1 Dr. Canton B. Goodlett Place, Room 409, San Francisco, CA 94 102-4683 at (415) 554-7724, by fax: (415) 554-7854, by e-mail: [Donna.Hall@sfgov.org](mailto:Donna.Hall@sfgov.org) or on the City's website at [www.sfgov.org/bdsupvrs/sunshine](http://www.sfgov.org/bdsupvrs/sunshine).

**San Francisco Lobbyist Ordinance**

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist (SF Campaign & Governmental Conduct Code § 2.100) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the San Francisco Ethics Commission at 30 Van Ness Ave., Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and web site <http://www.sfgov.org/ethics/>.

**5. LEAVE OF ABSENCE [Action]**

Submitting request for leave of absence with pay from Chief of Department Joanne Hayes-White, for three days, May 8 through May 10, 2006, in order to attend the 2006 Metropolitan Fire Chiefs Conference sponsored by the International Association of Fire Chiefs in Las Vegas, Nevada. Funds for this trip are included in the 2005-2006 budget.

*Action to be taken: Approval of leave of absence*

**6. APPROVAL OF THE MINUTES [Action]**

Regular Meeting of April 13, 2006, and Special Meeting of April 6, 2006.

*Action to be taken: Approval of the minutes*

**7. COMMUNICATIONS RECEIVED BY COMMISSION [Discussion]**  
(April 7, 2006, through April 20, 2006)

**COMMUNICATIONS ADDRESSED DIRECTLY TO THE COMMISSION**

1. From Noriaki Hirasuma, Director, Financial Audits Division, Controller's Office, reminding the Commission that a requested response to the Recommendations of the Civil Grand Jury had not yet been received. Copy: Commissioners.

**COMMENDATIONS AND LETTERS OF RECOGNITION**

1. From Lara Mezirka, expressing her appreciation for the NERT training program and advocating its continuance since it would be a great asset to the community. She has recommended the training to others and will continue to do so. Copy: Commissioners, Chief of Department and Deputy Chief, Administration.

**8. CHIEF OF DEPARTMENT'S REPORT [Discussion]**

**REPORT FROM CHIEF OF DEPARTMENT**

Report from Chief of Department Joanne Hayes-White on current issues, including discussion of the current budget and FY 2006-07 budget, updates on Divisions within the Department, including Operations, EMS Reconfiguration, and the promotional process.

**REPORT FROM ADMINISTRATION**

Report from Gary P. Massetani, Deputy Chief, Administration, with continuing discussion of the current budget and FY 2006-07 budget and updates on Administrative Divisions.

**REPORT FROM AQUATIC RESCUE COMMITTEE**

Battalion Chief Vincent Nolan and members, Aquatic Committee

**PERSONNEL REPORTS**

**a. Division of Training**

Submitting monthly report from Division of Training concerning activities performed during March 2006.



b. Physician's Report

Submitting biweekly report of Fire Department Physician concerning disability injuries, March 25 through April 7, 2006.

c. Appointments

Reporting the following PERMANENT appointment effective *APRIL 10, 2006*:

*H2 Firefighter*

Alan K. Wong

d. Retirements

Communications received from Retirement Board indicating the following members have retired:

<i>Name</i>	<i>Rank</i>	<i>Type</i>	<i>Retirement Date</i>
Groshong, Mark V.	H40 Battalion Chief	Service	Apr. 08, 2006
Isola, James D.	H20 Lieutenant	Service	Apr. 09, 2006

*(Retirement Certificates will be presented at Fire Commission Meeting of May 25, 2006)*

e. Resignation

Reporting resignation of the following:

H3 Firefighter/Paramedic Roderick A. Stewart, effective close of business April 6, 2006.  
(Approximate length of service – 3-1/2 years.)

Probationary H2 Firefighter Lukas K. Carter, effective close of business April 15, 2006. (Started work 09-15-05.)

f. Leaves

Reporting leave of absence with pay for Deputy Chief, Administration, Gary Massetani, and A/Lieutenant Kyle Merkins, for three days, April 24 through April 26, 2006, in order to travel to Port Orchard, Washington, to conduct final inspection and accept the 25 foot T-Top SAFE Boat purchased with Urban Area Security Initiative (UASI) grant funds. Transportation, lodging and all related costs are provided by the UASI grant funds. Deputy Chief Massetani and A/Lieutenant Merkins will not be replaced.

Reporting leave of absence with pay for A/Lieutenant Seth Rubenstein, Division of Homeland Security, for one day, March 15, 2006, in order to attend the Homeland Security Exercise Evaluation Working Group meeting, in Washington, D C. All expenses were provided by grant funding. A/Lieutenant Rubenstein was not replaced.

Reporting leaves of absence with pay for the time period from August 2005 through July 2006 for the following:

<i>No. of Members</i>	<i>Rank</i>	<i>Total amount of leave (days)</i>
	1426 Senior Clerk Typist	65
1	6281 Fire Safety Inspector	16
19	H2 Firefighter	409
4	H3 Firefighter/Paramedic	85
2	H6 Fire Investigator	50
4	H20 Lieutenant	156
1	H30 Captain	6
	Total Number of Days with Pay	787



Reporting intermittent leaves with pay for the time period from February 2006 through September 2007 for the following:

<i>No. of Members</i>	<i>Rank</i>	<i>Dates of leave</i>
1	6281 Fire Safety Inspector	Mar 14, 2006 – Mar 14, 2007
1	H2 Firefighter	Mar 22, 2006 – Mar 21, 2007
1	H2 Firefighter	Mar 21, 2006 – Mar 21, 2007
1	H2 Firefighter	Apr 21, 2006 – Apr 21, 2007
1	H2 Firefighter	Mar 24, 2006– Sept 24 2007
1	H2 Firefighter	Mar 24, 2006– Sept 24 2007
1	H2 Firefighter	June 26, 2006–Aug 30, 2006
1	H2 Firefighter	May 1, 2006 – Apr 30, 2007
1	H2 Firefighter	July 31, 2006– May 22, 2007
1	H2 Firefighter	Apr 25, 2006 – Apr 25, 2007
1	H2 Firefighter	April 17, 2006– Feb 14, 2007
1	H3 Firefighter/Paramedic	Jan 1, 2006 – Dec 31, 2006
1	H20 Lieutenant	Mar 7, 2006 – July 7, 2006
1	H20 Lieutenant	Mar 15, 2006 – Mar 15, 2007
1	H20 Lieutenant	Oct 8, 2006 – May 14, 2007
1	H30 Captain	Mar 22, 2006 – Mar 22, 2007

Reporting leaves of absence without pay for the time period from August 2004 through September 2006 for the following:

<i>No. of Members</i>	<i>Rank</i>	<i>Total amount of leave (days)</i>
5	H2 Firefighter	276
2	H3 Firefighter/Paramedic	638
	Total number of Days w/o Pay	914

g. Military Leave

Reporting approval of application from one member for Military Leave of Absence without pay, in order to comply with Military Orders received from his commanding officer:

<i>Name</i>	<i>Rank</i>	<i>Dates</i>	<i>Days</i>	<i>Military Organization</i>	<i>Purpose</i>
Caulder, Leonard	H3 FF/PM	04-02-06	2	US Air Force Res.	Attend Active
MSGT		04-03-06		Travis AFB, CA	Duty Training

ACCIDENT REPORTS

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	<i>Accident No.</i>	<i>Accident Date</i>	<i>Serial No.</i>	<i>Category</i>	<i>Recommendation</i>
Engine 20	05-6-146	3/6/2006	505	A	File

Cause: While backing into station, Eng 20 struck apparatus door

Truck 2	05-6-147	3/8/2006	619	B	File
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Cause: Struck by vehicle - While parked at an incident, a civilian vehicle attempted to pass Trk 2 and became wedged between Trk 2 and another vehicle

Engine 42	05-6-148	3/13/2006	513	A	File
Cause:	Driver/officer inattention - While responding to a medical call and making a three-point turn, Eng 42 backed into a parked civilian vehicle; spotters were posted, but driver was wearing hearing protection				
Engine 11	05-6-149	3/14/2006	537	A	File
Cause:	Driver/officer inattention - While backing up to supply another engine at a working fire, Eng 11 struck a parked civilian vehicle; spotters were posted, but driver was not able to hear the spotter due to rain				
Engine 29	05-6-150	3/14/2006	502	B	Bill
Cause:	Struck by vehicle - While double parked, Eng 29 was "backed into" by a civilian vehicle				
Engine 3	05-6-151	3/16/2006	547	B	File
Cause:	Struck by vehicle - While Eng 3 was parked at an incident, the apparatus door was struck by a passing vehicle				
Medic 7	05-6-152	3/21/2006	571	A	File
Cause:	Driver inattention - While responding with red lights and siren, and pulling over to the sidewalk, Medic 7 struck a parked civilian vehicle				
Ambulance 95	05-6-153	3/23/2006	733	A	File
Cause:	Misjudged clearance - While exiting parking lot and turning right, Amb 95 struck a parked civilian vehicle				
Engine 43	05-6-154	3/23/2006	539	A	File
Cause:	Misjudged clearance - While responding with red lights and siren and turning right, Eng 43 struck a parked civilian vehicle				
Engine 43	05-6-156	3/28/2006	539	B	Bill
Cause:	Struck by vehicle - While responding with red lights and siren, and crossing an intersection with a green light, Eng 43 was struck by a vehicle that ran a red light				
Engine 3	05-6-157	3/28/2006	547	A	File
Cause:	While responding with red lights and siren, the standpipe hose of Eng 3 came loose, fell into the street, and struck two vehicles				

Engine 15	05-6-158	3/29/2006	510	A	File
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Cause: Driver/officer inattention - While backing up at an incident without spotters, Eng 15 struck a parked civilian vehicle

Engine 8	05-6-159	3/31/2006	512	B	Bill
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Cause: Struck by vehicle - While responding with red lights and siren, Eng 8 was struck by a civilian vehicle which failed to stop for the red light

*Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.*

*Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.*

*Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.*

## **9. ADJOURNMENT**





**FIRE COMMISSION**  
City and County of San Francisco  
Gavin Newsom, Mayor



Paul A. Conroy, *President*  
Stephen A. Nakajo, *Vice President*  
Clementine Clarke, *Commissioner*  
George Lau, *Commissioner*  
Victor Makras, *Commissioner*

698 Second Street  
San Francisco, CA 94107  
Telephone 415.558.3451  
Fax 415.558.3413  
Tania Bauer, *Secretary*

No. 06-14

**MINUTES OF THE FIRE COMMISSION**

**Regular Meeting – Thursday – April 27, 2006 – 6:00 p.m.**  
698 Second Street, Room 102

The meeting was called to order by President Conroy at 6:10 p.m. DOCUMENTS DEPT.

Item No.

**1. ON ROLL CALL**, the following were noted present:

President Paul A. Conroy  
Vice President Stephen A. Nakajo  
Commissioner Clem Clarke  
Commissioner George Lau  
Commissioner Victor Makras

Joanne M. Hayes-White  
Richard E. Kochevar  
Gary P. Massetani

Chief of Department  
Deputy Chief, Operations  
Deputy Chief, Administration

Assistant Deputy Chiefs – Staff:

Patrick J. Casserly  
Peter Howes  
Lorrie A. Kalos  
Thomas A. Siragusa  
Robert Navarro

Division of Airports  
Division of Emergency Medical Services  
Division of Support Services  
Division of Training  
Division of Homeland Security

Chief Officers – Firefighting Services:

Alson Lee  
Audry Lee

Division 2 (Acting)  
Division 3

EMS Officers:

James M. Fazackerley

Section Chief, Operations

**2. PUBLIC COMMENT**

John Hanley, President, Firefighters Local 798, spoke of the lack of promotions, which he described as a crisis in the Department. After reviewing the budget, he is concerned that there

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are not sufficient funds in the budget to provide for promotional examinations. He questioned whether, after the decision by the California Supreme Court case on test certification rules, anticipated in June, the Department is prepared to begin administering promotional exams. He also questioned why there is no allocation in the budget for the purchase of exercise equipment at stations. He believes that it is important to the health and safety of the members to have up to date exercise equipment in the stations.

### **3. CERTIFICATE OF COMPLETION [Discussion]**

(Cont'd from Meeting of 02-23-06)

Presented to Lieutenant Nicol Juratovac a Certificate of Completion of the four-year "Executive Fire Officer Program" from the National Fire Academy of the U.S. Fire Administration.

On behalf of the San Francisco Fire Department and on behalf of the National Fire Academy, Chief Hayes-White presented Lieutenant Nicol Juratovac with a Certificate of Completion of the four-year "Executive Fire Officer Program" from the National Fire Academy of the U.S. Fire Administration.

Lieutenant Juratovac thanked the Chief for the occasion and commented that the Executive Fire Officer Program is available to all firefighters. She also took the opportunity to thank her friends, colleagues and family members who were there for her during the three-month recovery when she was seriously injured in a third-alarm fire in September 2005. Their prayers, thoughts and kindness meant a lot to her. Among the audience were her friends from the softball team, and her partner of 13 years, Kristin Glenchur. Lieutenant Juratovac described the goals of the Executive Fire Officer Program as including the reduction of firefighter fatalities through innovation and involvement, and that means knowing one's job, assessing community risk, and getting involved. Lieutenant Juratovac stated that she was grateful to have had the opportunity to participate in the Executive Fire Officer Program and was honored to be a San Francisco Firefighter.

#### **PUBLIC COMMENT**

*Kathryn Collier*, Nicol's teammate. She noted that she met Nicol in 1991 through the Park & Recreation Softball team. She has known Nicol as a true leader and team player, putting forth her best effort in everything she does, and at the same time, inspiring others to do the same.

*John Hanley*, on behalf of Firefighters Local 798, congratulated Nicol on her hard work in completing the four-year program. He hoped that the Department would offer this program to other firefighters as well. Mr. Hanley stressed the importance of experience in this dangerous occupation.

*Kristin Glenchur*, Nicol's partner. She expressed her appreciation for the investment made in her partner and for all those who came to support Nicol.

*Jessica Marshall*, Alisa Ann Ruch Burn Foundation. She commended Nicol for her courage in facing her burn injuries, and also thanked the Chief and Nicol for helping the San Francisco Firefighters and Safety Education program get started.

*Gregory Bandy*. Nicol was his Fire Science teacher at City College and she motivated him to strive in life. He is now working for a private ambulance company. He hoped that one day he would be able to work as an EMT in the San Francisco Fire Department.



*Tapa Tualalelei*, Nicol's teammate. She recalled one incident in 2004 when one of the pitchers was hit in the head and was badly injured. Nicol was the first person to run to the field to help stabilize the pitcher. She wanted to share this experience with everyone in the audience.

Commissioner Conroy, on behalf of the Commission, congratulated Lieutenant Juratovac on her accomplishment, and commented that he was impressed that so many of her friends and family were in attendance.

**4. FURTHER RESPONSE TO CITY CONTROLLER REGARDING GRAND JURY REPORT  
[Action]**

Discussion and possible adoption of further response by Fire Commission to City Controller regarding 2003-2004 Civil Grand Jury Report concerning the Merger of Emergency Medical Services and the San Francisco Fire Department.

Commissioner Conroy commented that when the 2003-2004 Grand Jury Report came out, the Commission was asked to respond to recommendations and statements made in the report. Last year, the Controller asked the Commission to respond as to what the Commission had done to implement the recommendations with which the Commission agreed. The Commission responded again, stating that all such recommendations had already been implemented. This year, the Commission received yet another letter requesting additional further response. This time the proposed response from the Commission is: "At this time, no further Commission action is necessary or anticipated on this recommendation."

In response to a question from Commissioner Makras, Commissioner Conroy explained that by making the request for a further response the Controller is fulfilling its obligation to follow up on previous Grand Jury reports.

**PUBLIC COMMENT**

*John Hanley* commented that he was on duty last night at Engine 3 and new medic units were in place and working efficiently. It appears that the EMS reconfiguration program is starting out as a success and that the Department is moving in the right direction.

Commissioner Nakajo moved and Commissioner Clarke seconded.

There were no further questions or discussion and the Commission's "Additional Further Response to the 2003-2004 Grand Jury Report" was adopted by a vote of 5-0. (Commissioners Conroy, Nakajo, Clarke, Lau, Makras). President Conroy directed the Commission Secretary to deliver the response to the City Controller's Office the next day.

**5. LEAVE OF ABSENCE [Action]**

Submitted request for leave of absence with pay from Chief of Department Joanne Hayes-White, for three days, May 8 through May 10, 2006, in order to attend the 2006 Metropolitan Fire Chiefs Conference sponsored by the International Association of Fire Chiefs in Las Vegas, Nevada. Funds for this trip are included in the 2005-2006 budget.

Chief Hayes-White presented her request for leave to attend the 2006 Metropolitan Fire Chiefs Conference sponsored by the International Association of Fire Chiefs in Las Vegas, Nevada. The Chief is intending to attend only the three substantive days of the seven day conference. Commissioner Conroy noted that this is an important conference attended each year by the Chief of Department and that it is an opportunity for the entire Department to benefit from what is learned at the conference.



There was no public comment.

Commissioner Makras moved and Commissioner Clarke seconded.

There were no further questions or discussion and the request for leave of absence was approved by a vote of 5-0. (Commissioners Conroy, Nakajo, Clarke, Lau, Makras)

## **6. APPROVAL OF THE MINUTES [Action]**

Regular Meeting of April 13, 2006, and Special Meeting of April 6, 2006.

There was no public comment.

Commissioner Lau moved and Commissioner Nakajo seconded. There were no questions or discussion and the minutes were approved as presented by a vote of 5-0. (Commissioners Conroy, Nakajo, Clarke, Lau, Makras)

## **7. COMMUNICATIONS RECEIVED BY COMMISSION [Discussion]** (April 7, 2006, through April 20, 2006)

### **COMMUNICATIONS ADDRESSED DIRECTLY TO THE COMMISSION**

1. From Noriaki Hirasuma, Director, Financial Audits Division, Controller's Office, reminding the Commission that a requested response to the Recommendations of the Civil Grand Jury had not yet been received. Copy: Commissioners.

### **COMMENDATIONS AND LETTERS OF RECOGNITION**

1. From Lara Mezirka, expressing her appreciation for the NERT training program and advocating its continuance since it would be a great asset to the community. She has recommended the training to others and will continue to do so. Copy: Commissioners, Chief of Department and Deputy Chief, Administration.

The communications received by the Commission were noted.

There was no public comment on this item.

## **8. CHIEF OF DEPARTMENT'S REPORT [Discussion]**

### **REPORT FROM CHIEF OF DEPARTMENT**

Report from Chief of Department Joanne Hayes-White on current issues, including discussion of the current budget and FY 2006-07 budget, updates on Divisions within the Department, including Operations, EMS Reconfiguration, and the promotional process.

Chief Hayes-White presented the report.

Prior to beginning the report, she thanked all the Commissioners for their support in commemorating and celebrating the 100<sup>th</sup> anniversary of the great quake and fire from April 18, 1906.

The celebration lasted a week from April 15 through April 22, 2006. It began with the three-day Expo which was held from April 15 through April 17. The Expo was a success and the public was very much interested in the historical equipment and memorabilia that was on display. The

Chief commended Captain James Lee for doing a great job, and for acting as the liaison between the San Francisco Fire Department and the San Francisco Historical Society.

The commemoration took place on April 18 at Lotta's Fountain in the early morning hours followed by a parade down Market Street, sponsored by Firefighters Local 798.

As part of the celebration, the fireboats participated in a portable hydrant drill by drafting water from the Bay into the portable hydrant system, and it was impressive. At the NERT drill, approximately 300 civilians were there. Commissioner Lau also attended as well as a lot of fire department personnel. It was a good turnout. The Chief commended Lieutenant Erica Arteseros in her efforts to coordinate the drill. The following day was the Cherry Blossom parade, with Commissioner Lau and Commissioner Nakajo marching with members of the Fire Department.

The Chief informed the Commission that during the day she presented the quarterly SFStat report to a panel of Mayor's staff and certain department heads. It is a report on service delivery, such as response times for fire suppression and medical emergency, as well as personnel and budget-related items, such as overtime and retirement.

The Chief continued to update the Commission on the EMS reconfiguration. The 24 H3 Level II Paramedics who were hired on March 20 will be graduating on May 5, 2006, at Treasure Island. She invited the Commissioners to attend the graduation. It is an advantage to the Fire Department that these newly hired paramedics have successfully worked as licensed paramedics in other systems. They are very enthusiastic to be joining the Fire Department, and because they know their job, the training time can be shortened. On one occasion, the Chief had the opportunity to talk to a preceptor who also shared similar views. She hoped that by the end of the next fiscal year, these 24 paramedics will be assigned to the fire stations for four 10-hour shifts versus the current 24-hour shifts, and she definitely thinks that the Department is moving in the right direction.

Before closing, the Chief informed the Commission that Assistant Deputy Chief Paul Chin, Fire Marshal, had retired on April 21, 2006. She and Deputy Chiefs Kochevar and Massetani had been interviewing nine possible candidates from the Department and a selection would be forthcoming. Next, the Chief updated on the promotional process. With a court decision expected in early June, the Department is preparing to administer the H30 Captain examination, to be followed by other promotional exams. Finally, she thanked the Commissioners for their support of the March of Dimes Walk America, of which she is the honorary chair.

#### REPORT FROM ADMINISTRATION

Gary Massetani, Deputy Chief, Administration, updated the Commission on FY 2005/2006 budget, stating that the Department will close the year on budget. Revenues received from EMS and Fire Prevention are higher than projected last year, and the Department will receive seven hundred ten thousand dollars from FEMA for the deployment of personnel to relief efforts after Hurricane Katrina.

After spending \$6,300 to administer EMS examinations, the Department will have a balance of \$430,000, which will be carried forward to fund examinations in the next fiscal year. In the meantime, the Department has submitted FY 2006/2007 budget to the Mayor's office.

Recently, the Department conducted a training exercise with the Presidio Fire Department and will continue to have drills with mutual aid operational training with North County and San Mateo, and with the Police, Sheriff and other city agencies, as well. In addition, two Lieutenants had completed the EVOC training, and eight more will be trained in July and August. The Department is planning to make a presentation of the EVOC training within the next 60 to 90



days, if it has the approval of the Commission. Implementation plans are being developed for each operational phase of the EMS reconfiguration. The work on the seven-story drill tower at the Division of Training is near completion. Provisional assignments are on-going within the various ranks of the uniformed force, and a draft informational brochure has been developed for employee and community groups for the position of H3 Level I EMT. Disability among uniformed personnel remained the same as compared to the same period last year, and the Department is planning to keep the random drug and alcohol testing on schedule.

Chief Massetani informed the Commission that the Department has developed a tracking system to handle complaints filed by citizens and/or employees. The module is divided into three phases: complainant information, incident description, investigation progress and personnel associated with the incident. With the tracking system, the Department will be able to provide a status report of all complaints that are being filed on a monthly or quarterly basis.

In response to a question from Commissioner Nakajo, Chief Massetani replied that the Department will implement Prop F when the 2006/2007 budget is being approved by the Mayor's Budget Office. If approved, funding for Prop F will start on July 1, 2006, in the amount of approximately \$7.5 million. Commissioner Nakajo also inquired about the fitness for service of the newly delivered engines. Chief Massetani responded that the engines have had their brakes retrofitted by the manufacturer to address the steep grades of San Francisco's hills and the Department is going to be utilizing these engines to carry ALS equipment, requiring more storage space in the rear of the cab.

Commissioner Lau inquired about the funding for promotional examinations and fitness equipment. Chief Massetani responded that there is funding that is being carried forward for promotional examinations and a grant application process is underway for exercise equipment.

Commissioner Makras commended the Chief and her staff for the Centennial. He inquired if there should be a report from the Historical Society regarding expenditures on the \$75,000 that was funded. Commissioner Lau commented that the report is not due until May 15. The item was put off until after that time.

Commissioner Makras stated that he was surprised to hear that upon retirement, a member has to purchase his or her badge in order to keep the badge. He proposed that the Chief of Department come to the Commission with a resolution providing that following a successful career with the department, upon retirement with no discipline pending, a member be awarded the badge at no cost to the member.

Commissioner Conroy commended the Chief and the administration as well as the SFFD Historical Society, especially Paul Barry, for making the Expo and the commemoration of the earthquake such a success. He is very proud to be associated with the Fire Department. The events further enhanced the goodwill that the Department already enjoys.

Commissioner Conroy stated that while he was at the 1906 Expo, he was assailed, for good reason, by members of a company about the ongoing problem of no promotional exams. He stated that he feels badly every time he hears members of this Department complain about the lack of promotions, and he thinks it is a serious problem. He expressed his hope that no matter what the Supreme Court decision is in June, that we will all press forward with the promotional process. He wants to do everything he can and hopes that the Commission will do everything in its power to ensure that promotional tests are given and promotions are awarded as soon as possible. He believes that the lack of promotional opportunity is something that can't go on; it's not right, and that it interferes with the efficient function of the Department.

## REPORT FROM AQUATIC RESCUE COMMITTEE

Prior to the presentation, Chief Hayes-White introduced retired Lieutenant Robert Fennell who was instrumental in initiating the Surf Rescue program in 1986 and who also served as a rescue instructor in the 1990's.

Battalion Chief Vincent Nolan, coordinator of the Surf Rescue unit, introduced Firefighters Frank Hsieh and Robert Styles who would be making the presentation. Among some of the instructors who were not present were Lieutenant David Ritter, Firefighters Katherine Alba-Swanson and Eric Tanimura. He thanked Lieutenant Thomas Abbott from Station 16 who helped with the committee, and also retired Lieutenant Robert Fennell.

Firefighter Frank Hsieh provided a background on the inception of the Aquatic Rescue program. Throughout these past 20 years of operation, the program has been saving lives in and around the Bay Area besides providing in-house aquatic rescue training to fire department personnel as well as those from outside agencies. These dedicated instructors and volunteers participated in the program during training and recertification processes, and also in responding to many disasters in the Bay and outside the Bay as well. In San Francisco alone, of great concern to rescuers are the Ocean Beach and its cliffs, and the two bridges. In an effort to reduce fatalities at the Ocean Beach, preventive measures such as beach patrols by the U.S. Parks Service were put in place. There is a cliff rescue unit off of Station 34 to respond immediately to cliff rescues.

For the Water Rescue program, the Fire Department is equipped with the two fireboats, the *Phoenix* and *Guardian*. In addition, there are two water rescue crafts (or Jetskis) at Station 16 in the Marina district. Also, the Department has two rescue squads which are capable of rescue diver operations.

Training for the program usually takes up to five days. It starts off with a proficiency swim at the St. Ignatius pool where each member has to pass a 400-meter swim in under 12 minutes. Members who do not pass the swim will be eliminated. The next day, members who pass will swim at the Aquatic Park under different conditions. The third day is at China Beach into open water, with the U.S. Park Service demonstrating their rescue operations. The last two days are to be spent at Ocean Beach. On the fourth day, there will be discussion on rips and currents, four-wheel drive operations, and open-water rescue techniques. On the fifth day is the final test. Each member is required to rescue at least two victims, one at a time, under a real-time mock rescue scenario.

Furthermore, last year, members at the Airport received a three-day training in Bay rescue, and the Battalion-based in-service training is available to members throughout the year. As part of the mutual aid operation, the Fire Department also works with the U.S. Parks Service, U.S. Coast Guard, S.F. Police, CHP, Presidio Fire, and San Mateo Harbor Control. It is hopeful that the Department can move on to a regional training program in which the Department can receive funds from outside agencies to train and prepare for any major disasters.

Commissioner Conroy thanked Battalion Chief Nolan, Firefighter Hsieh and members of the Aquatic Rescue Committee for a great report. He also thanked retired Lieutenant Fennell for being present at the meeting. It was an impressive and instructive presentation.

There was no public comment.

*Note: A copy of the presentation is attached.*



## PERSONNEL REPORTS

### a. Division of Training

Submitting monthly report from Division of Training concerning activities performed during March 2006.

### b. Physician's Report

Submitting biweekly report of Fire Department Physician concerning disability injuries, March 25 through April 7, 2006.

### c. Appointments

Reporting the following PERMANENT appointment effective *APRIL 10, 2006*:

#### *H2 Firefighter*

Alan K. Wong

### d. Retirements

Communications received from Retirement Board indicating the following members have retired:

<i>Name</i>	<i>Rank</i>	<i>Type</i>	<i>Retirement Date</i>
Groshong, Mark V.	H40 Battalion Chief	Service	Apr. 08, 2006
Isola, James D.	H20 Lieutenant	Service	Apr. 09, 2006

*(Retirement Certificates will be presented at Fire Commission Meeting of May 25, 2006)*

### e. Resignation

Reporting resignation of the following:

H3 Firefighter/Paramedic Roderick A. Stewart, effective close of business April 6, 2006.  
(Approximate length of service – 3-1/2 years.)

Probationary H2 Firefighter Lukas K. Carter, effective close of business April 15, 2006.  
(Started work 09-15-05.)

### f. Leaves

Reporting leave of absence with pay for Deputy Chief, Administration, Gary Massetani, and A/Lieutenant Kyle Merkins, for three days, April 24 through April 26, 2006, in order to travel to Port Orchard, Washington, to conduct final inspection and accept the 25 foot T-Top SAFE Boat purchased with Urban Area Security Initiative (UASI) grant funds. Transportation, lodging and all related costs are provided by the UASI grant funds. Deputy Chief Massetani and A/Lieutenant Merkins will not be replaced.

Reporting leave of absence with pay for A/Lieutenant Seth Rubenstein, Division of Homeland Security, for one day, March 15, 2006, in order to attend the Homeland Security Exercise Evaluation Working Group meeting, in Washington, D C. All expenses were provided by grant funding. A/Lieutenant Rubenstein was not replaced.

Reporting leaves of absence with pay for the time period from August 2005 through July 2006 for the following:

<i>No. of Members</i>	<i>Rank</i>	<i>Total amount of leave (days)</i>
1	1426 Senior Clerk Typist	65
1	6281 Fire Safety Inspector	16
19	H2 Firefighter	409

4	H3 Firefighter/Paramedic	85
2	H6 Fire Investigator	50
4	H20 Lieutenant	156
1	H30 Captain	6
Total Number of Days with Pay		787

Reporting intermittent leaves with pay for the time period from February 2006 through September 2007 for the following:

<i>No. of Members</i>	<i>Rank</i>	<i>Dates of leave</i>
1	6281 Fire Safety Inspector	Mar 14, 2006 – Mar 14, 2007
1	H2 Firefighter	Mar 22, 2006 – Mar 21, 2007
1	H2 Firefighter	Mar 21, 2006 – Mar 21, 2007
1	H2 Firefighter	Apr 21, 2006 – Apr 21, 2007
1	H2 Firefighter	Mar 24, 2006– Sept 24 2007
1	H2 Firefighter	Mar 24, 2006– Sept 24 2007
1	H2 Firefighter	June 26, 2006–Aug 30, 2006
1	H2 Firefighter	May 1, 2006 – Apr 30, 2007
1	H2 Firefighter	July 31, 2006– May 22, 2007
1	H2 Firefighter	Apr 25, 2006 – Apr 25, 2007
1	H2 Firefighter	April 17, 2006– Feb 14, 2007
1	H3 Firefighter/Paramedic	Jan 1, 2006 – Dec 31, 2006
1	H20 Lieutenant	Mar 7, 2006 – July 7, 2006
1	H20 Lieutenant	Mar 15, 2006 – Mar 15, 2007
1	H20 Lieutenant	Oct 8, 2006 – May 14, 2007
1	H30 Captain	Mar 22, 2006 – Mar 22, 2007

Reporting leaves of absence without pay for the time period from August 2004 through September 2006 for the following:

<i>No. of Members</i>	<i>Rank</i>	<i>Total amount of leave (days)</i>
5	H2 Firefighter	276
2	H3 Firefighter/Paramedic	638
Total number of Days w/o Pay		914

g. Military Leave

Reporting approval of application from one member for Military Leave of Absence without pay, in order to comply with Military Orders received from his commanding officer:

<i>Name</i>	<i>Rank</i>	<i>Dates</i>	<i>Days</i>	<i>Military Organization</i>	<i>Purpose</i>
Caulder, Leonard	H3 FF/PM	04-02-06	2	US Air Force Res.	Attend Active
MSGT		04-03-06		Travis AFB, CA	Duty Training

ACCIDENT REPORTS

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	<i>Accident No.</i>	<i>Accident Date</i>	<i>Serial No.</i>	<i>Category</i>	<i>Recommendation</i>
Engine 20	05-6-146	3/6/2006	505	A	File

Cause: While backing into station, Eng 20 struck apparatus door

Truck 2	05-6-147	3/8/2006	619	B	File
Cause:	Struck by vehicle - While parked at an incident, a civilian vehicle attempted to pass Trk 2 and became wedged between Trk 2 and another vehicle				
Engine 42	05-6-148	3/13/2006	513	A	File
Cause:	Driver/officer inattention - While responding to a medical call and making a three-point turn, Eng 42 backed into a parked civilian vehicle; spotters were posted, but driver was wearing hearing protection				
Engine 11	05-6-149	3/14/2006	537	A	File
Cause:	Driver/officer inattention - While backing up to supply another engine at a working fire, Eng 11 struck a parked civilian vehicle; spotters were posted, but driver was not able to hear the spotter due to rain				
Engine 29	05-6-150	3/14/2006	502	B	Bill
Cause:	Struck by vehicle - While double parked, Eng 29 was "backed into" by a civilian vehicle				
Engine 3	05-6-151	3/16/2006	547	B	File
Cause:	Struck by vehicle - While Eng 3 was parked at an incident, the apparatus door was struck by a passing vehicle				
Medic 7	05-6-152	3/21/2006	571	A	File
Cause:	Driver inattention - While responding with red lights and siren, and pulling over to the sidewalk, Medic 7 struck a parked civilian vehicle				
Ambulance 95	05-6-153	3/23/2006	733	A	File
Cause:	Misjudged clearance - While exiting parking lot and turning right, Amb 95 struck a parked civilian vehicle				
Engine 43	05-6-154	3/23/2006	539	A	File
Cause:	Misjudged clearance - While responding with red lights and siren and turning right, Eng 43 struck a parked civilian vehicle				

Engine 43	05-6-156	3/28/2006	539	B	Bill
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Cause: Struck by vehicle - While responding with red lights and siren, and crossing an intersection with a green light, Eng 43 was struck by a vehicle that ran a red light

Engine 3	05-6-157	3/28/2006	547	A	File
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Cause: While responding with red lights and siren, the standpipe hose of Eng 3 came loose, fell into the street, and struck two vehicles

Engine 15	05-6-158	3/29/2006	510	A	File
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Cause: Driver/officer inattention - While backing up at an incident without spotters, Eng 15 struck a parked civilian vehicle

Engine 8	05-6-159	3/31/2006	512	B	Bill
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Cause: Struck by vehicle - While responding with red lights and siren, Eng 8 was struck by a civilian vehicle which failed to stop for the red light

*Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.*

*Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.*

*Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.*

President Conroy directed that the report be accepted and incorporated in the minutes of today's meeting.

## 9. ADJOURNMENT

There being no further business to come before the Commission, the meeting was adjourned at 8:40 p.m.

Tania Bauer  
Secretary



**SAN FRANCISCO FIRE DEPARTMENT  
AQUATIC RESCUE**



**FIRE COMMISSION MEETING**

**APRIL 27, 2006**

**SAN FRANCISCO FIRE DEPARTMENT  
AQUATIC RESCUE**



**20th Anniversary - 2006**

EVOLUTION - GEOGRAPHIC - EQUIPMENT - TRAINING - MUTUAL AID

**SAN FRANCISCO - OCEAN BEACH**

**1998 NAMED MOST DANGEROUS PUBLIC BEACH IN NATION**



**EVOLUTION**





Lt. Bob Fennell      Capt. Tom Ryan

Pt Mark Everoff

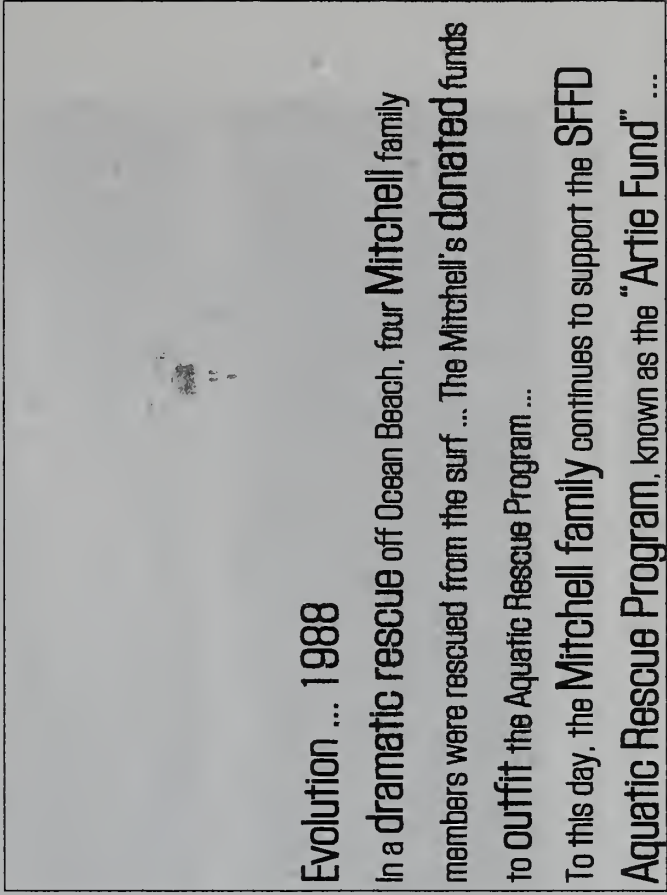
**Evolution ... 1986**  
a CORE group of fireman lead by Lt. Bob Fennell established the first SFFD Surf Rescue Team ...



**The early days ...**  
**Aquatic Rescue Program**  
Bob Fennell conducting an **in-service water rescue**

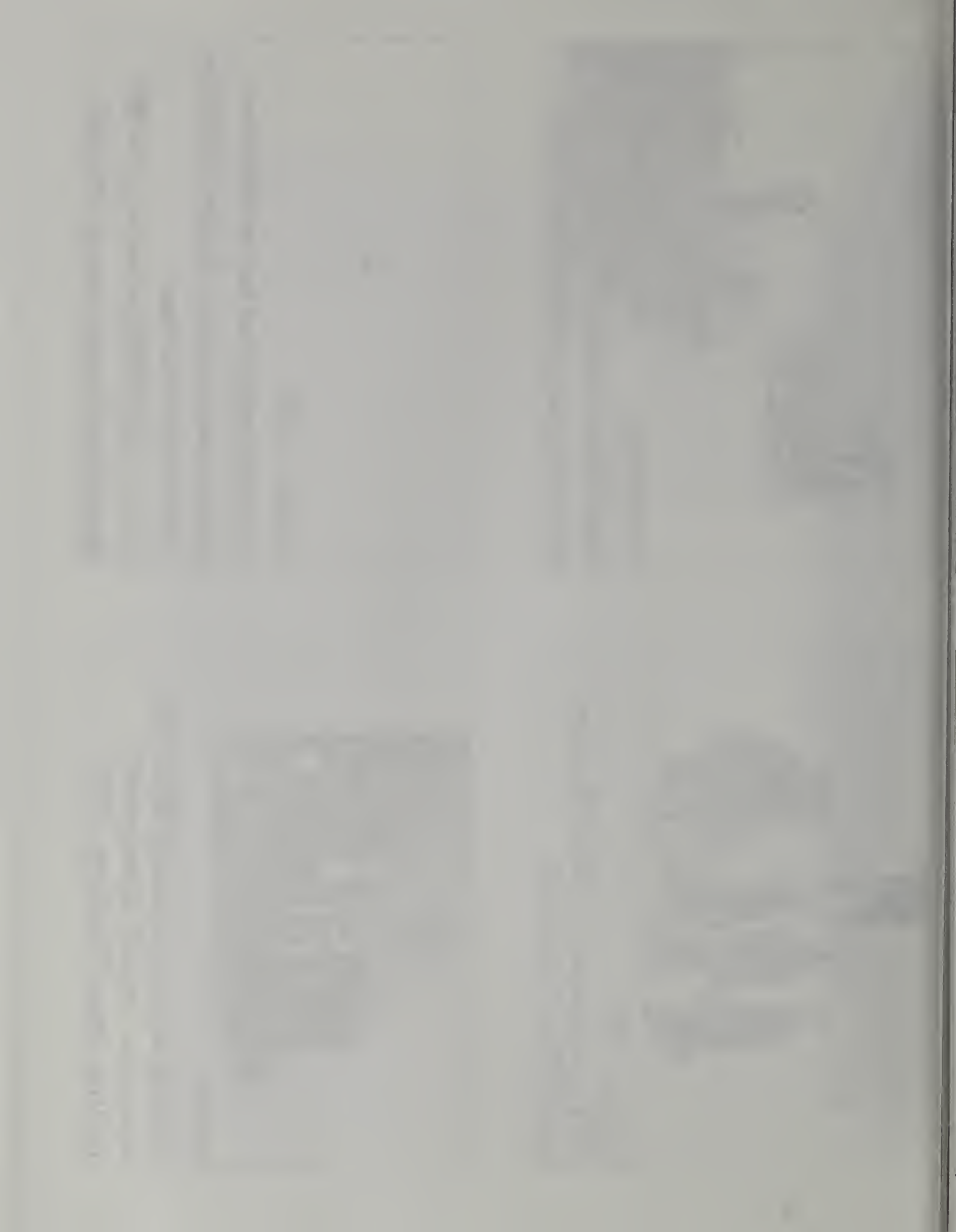


**Evolution ...**  
**Everybody** wanted to be a part of the **Surf Rescue Team ...**  
So many that Capt. Tom Ryan & Lt. Bob Fennell initiated the **Red Cross Lifeguard Certification in 1987 ...**



**Evolution ... 1988**  
In a dramatic rescue off Ocean Beach, four Mitchell family members were rescued from the surf ... The Mitchell's donated funds to outfit the Aquatic Rescue Program ...  
To this day, the Mitchell family continues to support the SFFD Aquatic Rescue Program, known as the "Artie Fund" ...









Evolution ... 1989

The Aquatic Rescue expands to six other fire stations ...  
14, 18, 19, 23, and 34 ...

Capt. Bob Jabs starts the RWC Rescue Team ...

"Over 30% of *untrained* water rescuers drown performing rescues"



Evolution ...

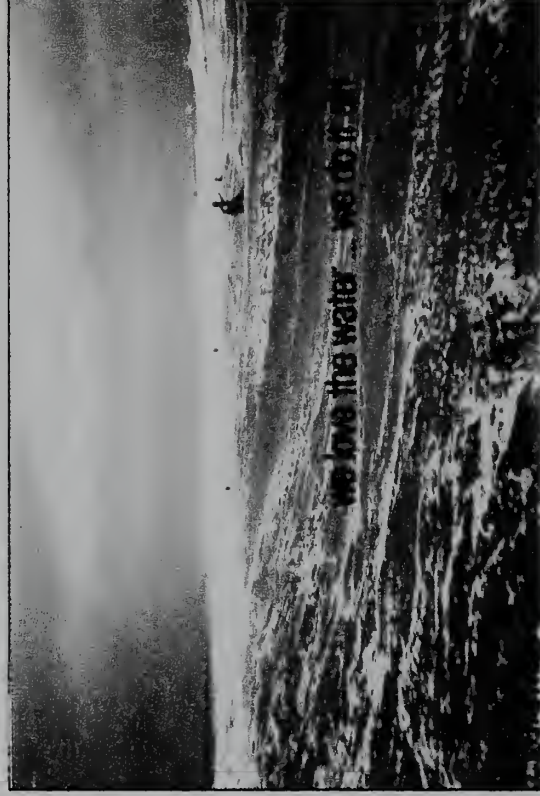
The Aquatic Rescue program has evolved from grass roots ...

First in the USA !



Evolution ... 1994

to the nation's first USLA Aquatic Rescue Response Team ...



To this day, the SFFD provides in-house Aquatic Rescue training to its personnel & outside agencies in the Bay Area ...







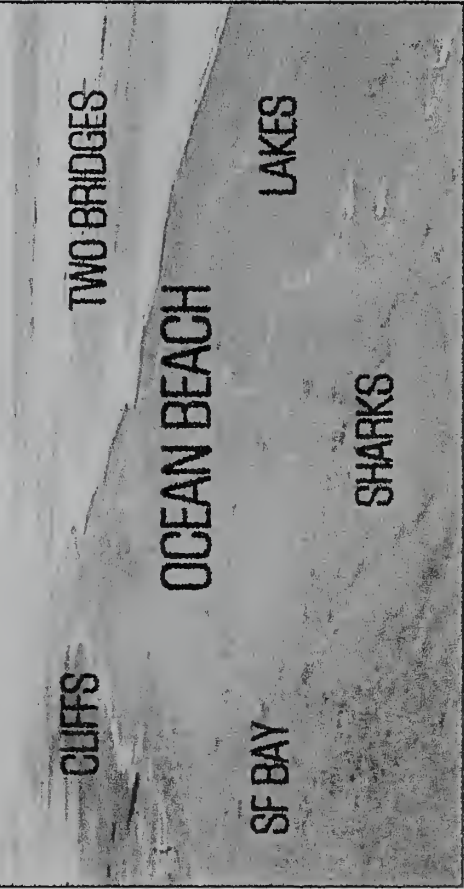
Evolution ...  
1986 - 2006  
SFFD Aquatic Rescue Program - 20 years saving lives ...

## GEOGRAPHIC & ENVIRONMENTAL



## SAN FRANCISCO

### GEOGRAPHIC & ENVIRONMENTAL



*"drowning is a leading cause of accidental death in the US,  
greater than that of fire." - Chris Brewster, USLA 2004*



Geographic ...  
San Francisco has 22 miles of coastline ...

1000-1000

1000-1000



## OCEAN BEACH ...

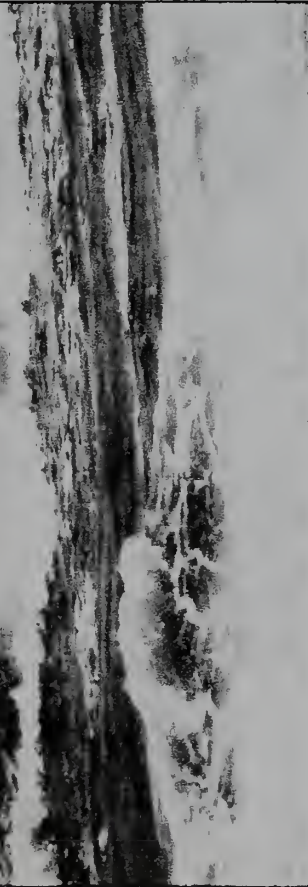
Over 2 million people use Ocean Beach every year ...

*"most dangerous public beach in the nation"* - Chris Brewster, ILF 1998

Average water temperature 51 degrees

Since 1980, 18 people have drowned at Baker & Ocean Beaches

In 1998, 7 people lost their lives at Ocean Beach



## CLIFFS ...

San Francisco has dangerous coastal cliff areas

Land's End

Dead Man's

Eagle's Point

Fort Funston

Cliff House

Seal Rock



## TWO BRIDGES ...

Golden Gate Bridge

Bay Bridge

Since it opened in 1937, more than 1200 people have

jumped to their deaths from the Golden Gate.

According to the Marin County Coroner, there is a suicide every two weeks. Probably more due to strong currents that wash bodies out to sea where they are never found.

## SF BAY ...

is an active sea port and recreational area ...

Cruise Liners

Commuter ferries

Piers

Windsurfing and Sailing

Cargo ships

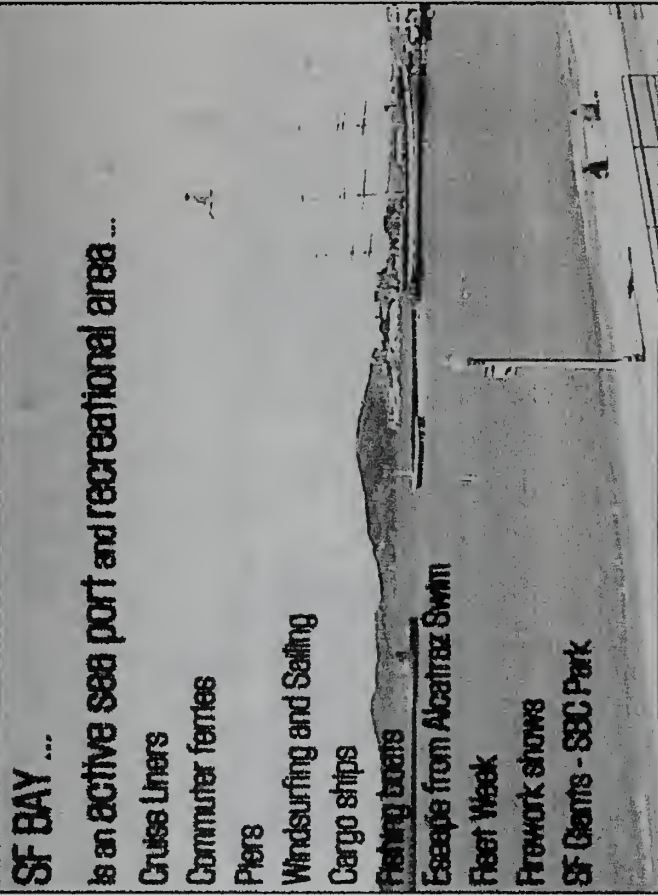
Fishing boats

Escape from Alcatraz Swim

Fleet Week

Firework shows

SF Giants - SBC Park







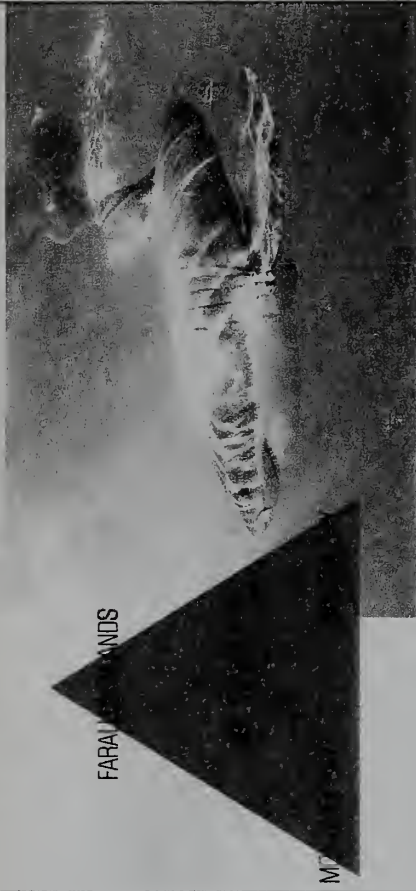
## LAKES ...

Lake Merced  
Mountain Lake  
Golden Gate Park

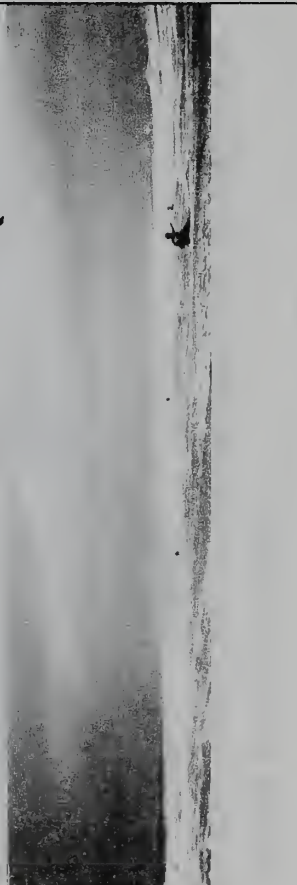


## SHARKS ...

Since 1950, over 79 Great White Shark attacks have occurred in Northern California ...  
7 fatal, including 1 fatal attack at Baker Beach in '59 ...

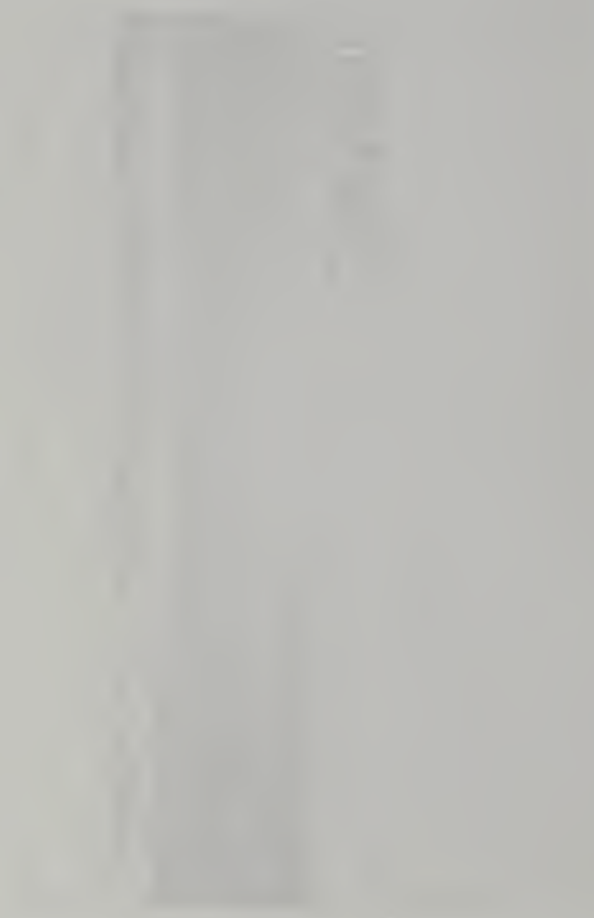


## EQUIPMENT

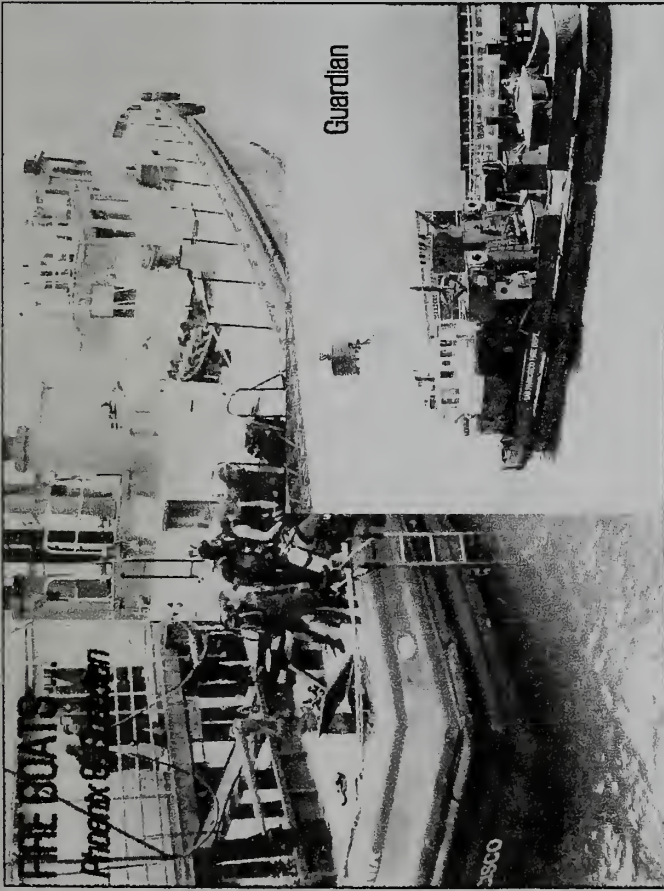


## EQUIPMENT





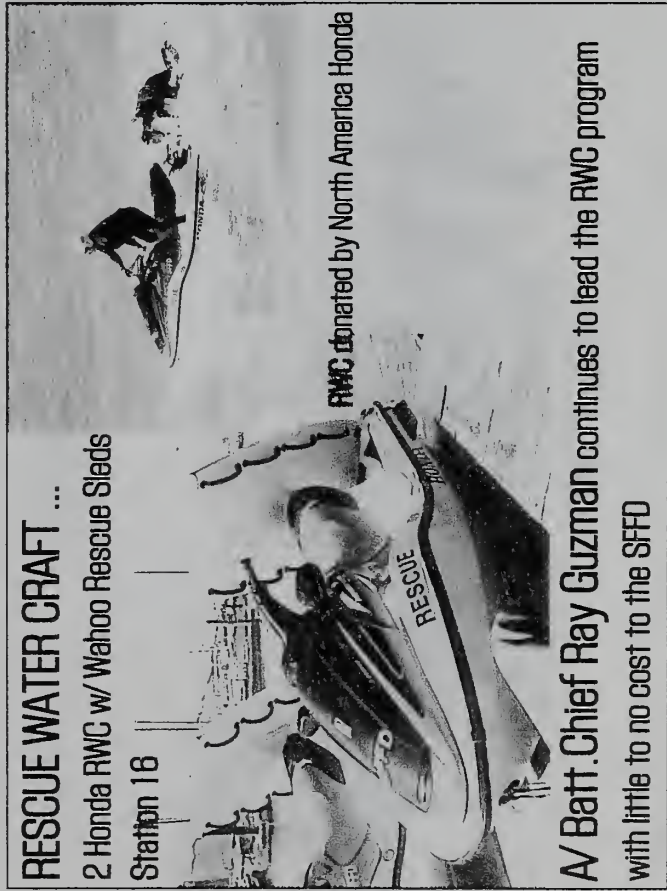




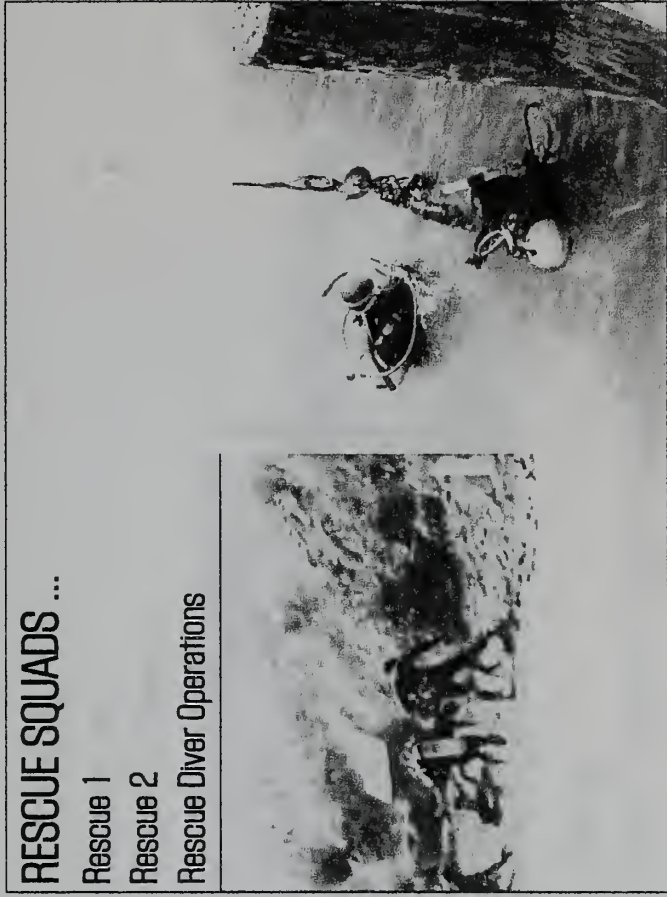
**FIRE BOATS ...**  
**Phoenix**  
**Guardian**



**SURF RESCUE 4X4'S ...**  
**Ford F150 4x4**  
**Ford F150 4x4 combo - Cliff & Surf Rescue**



**RESCUE WATER CRAFT ...**  
**2 Honda RWC w/ Wahoo Rescue Sleds**  
**Station 18**



**RESCUE SQUADS ...**  
**Rescue 1**  
**Rescue 2**  
**Rescue Diver Operations**

**A/ Batt. Chief Ray Guzman continues to lead the RWC program with little to no cost to the SFFD**







*"SF Bay Rescue training coming in 2008"*

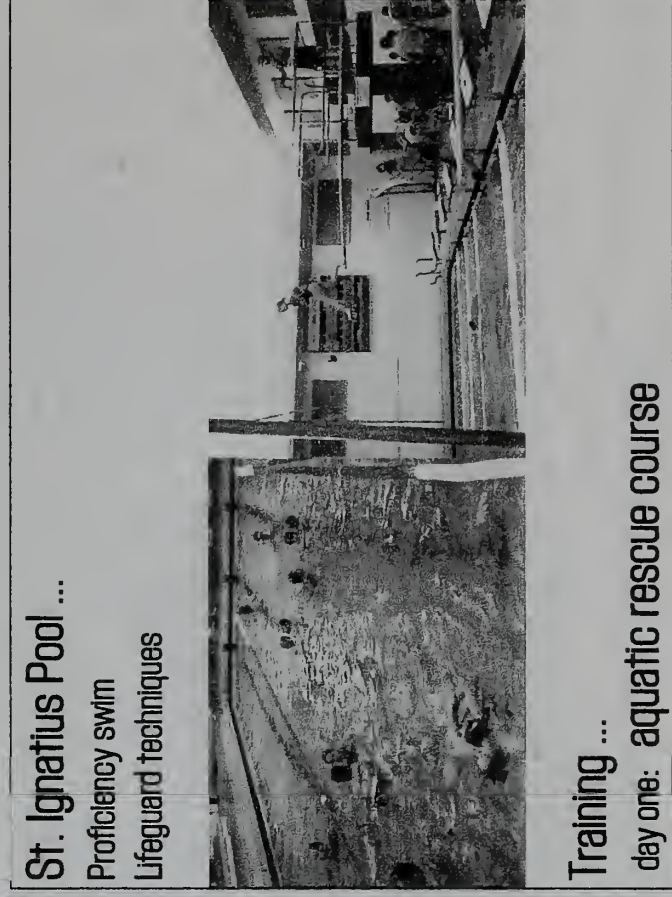


TRAINING



TRAINING

CHINA BEACH



St. Ignatius Pool ...  
Proficiency swim  
Lifeguard techniques

Training ...  
day one: aquatic rescue course



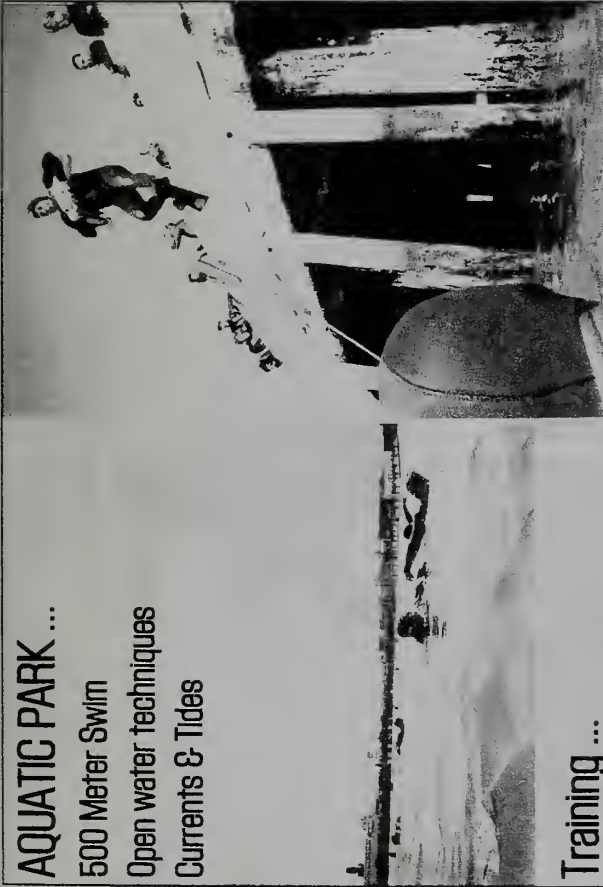


## AQUATIC PARK ...

500 Meter Swim

Open water techniques

Currents & Tides



Training ...

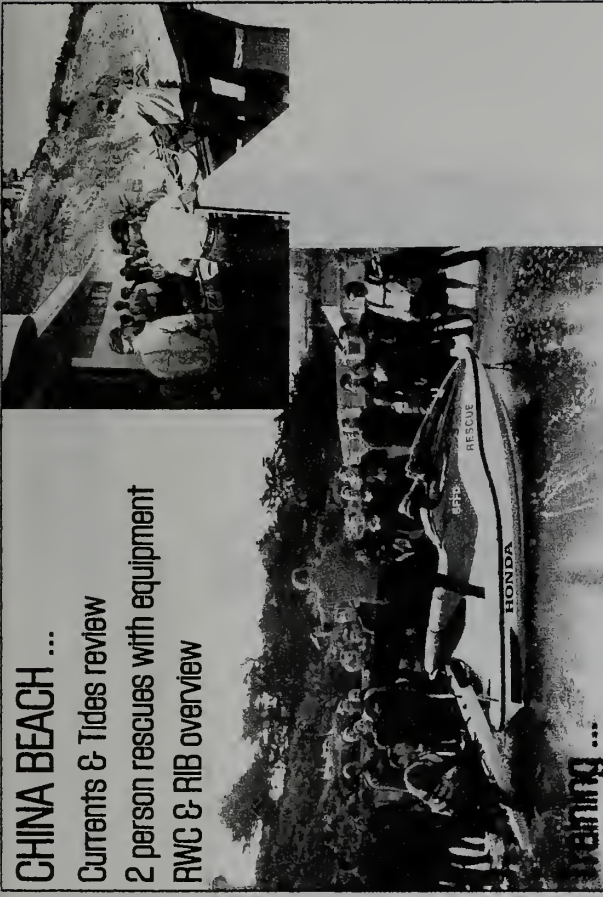
day 2: aquatic rescue course

## CHINA BEACH ...

Currents & Tides review

2 person rescues with equipment

RWC & RIB overview



Training ...

day 3: aquatic rescue course

## CHINA BEACH ...



Training ...

day 3: aquatic rescue course

## OCEAN BEACH ...

Day 4:

Overview of Ocean Beach

Rips, Currents, Tides & hazards

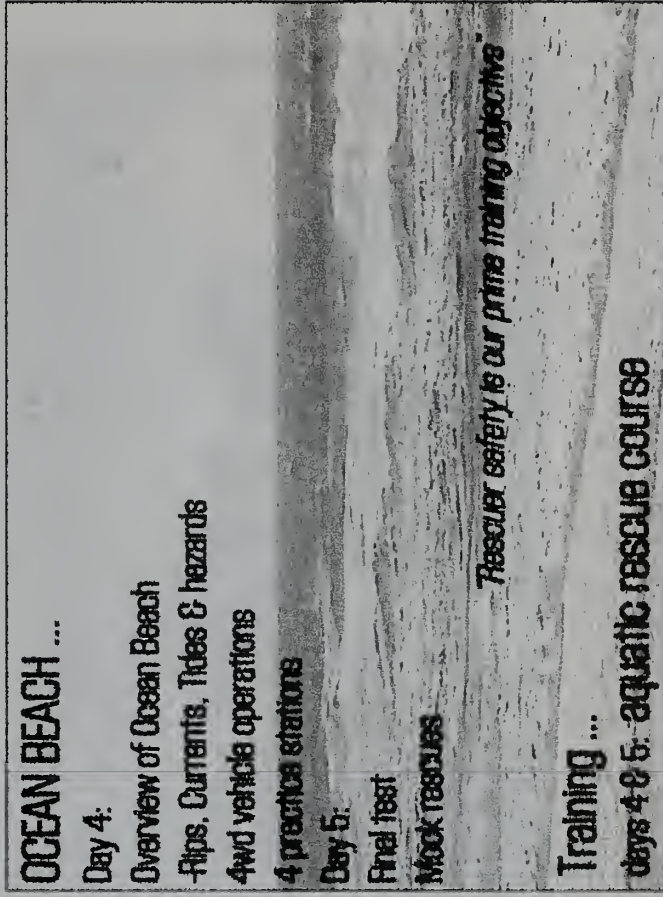
4wd vehicle operations

4 practice stations

Day 5:

Final test

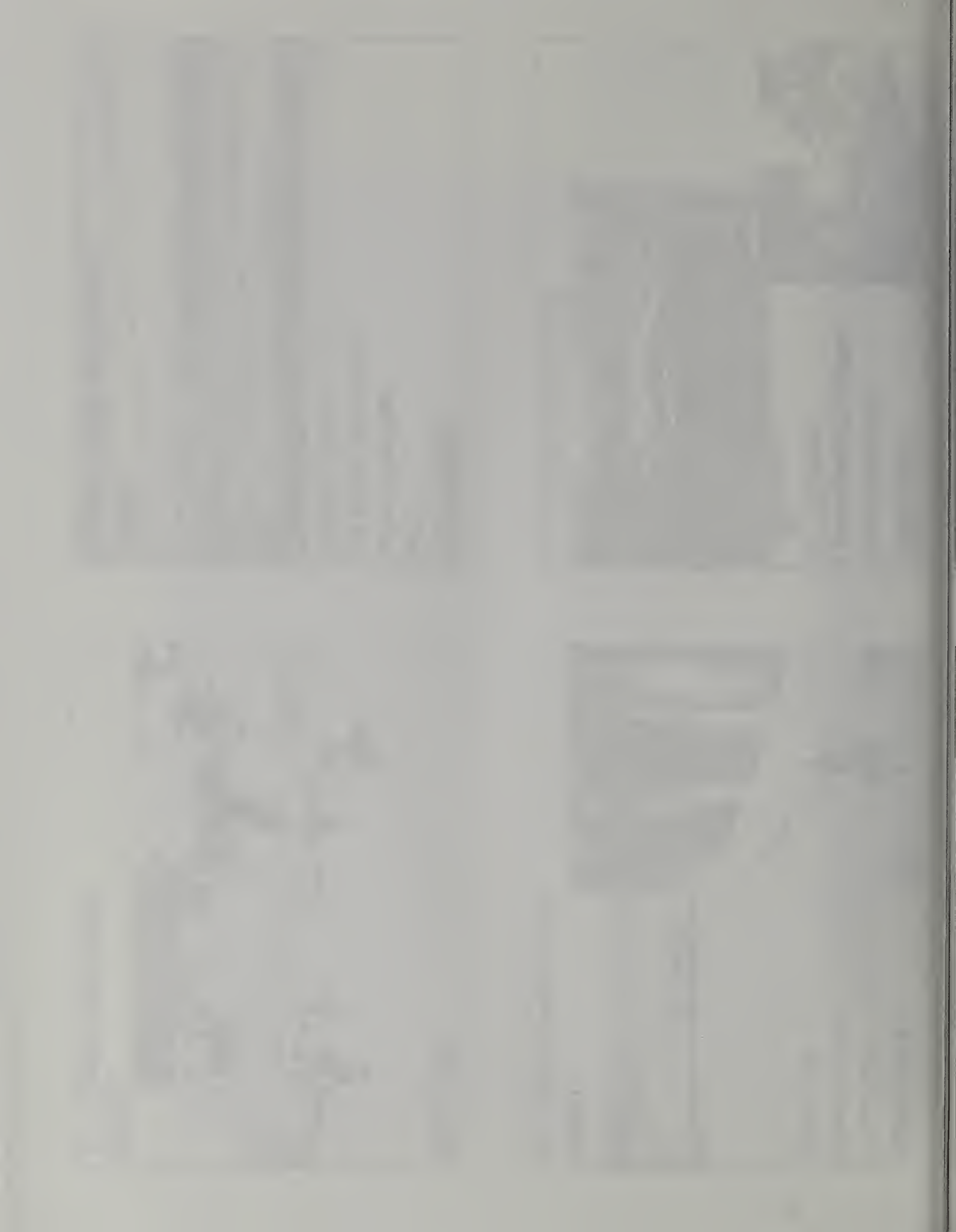
Mock rescues



*Rescuer safety is our prime training objective*

Training ...

days 4 & 5: aquatic rescue course





# OCEAN BEACH

## SFFD TRAINING COURSE

safety



going out

# OCEAN BEACH

## SFFD TRAINING COURSE

surf training



greg gubser SMHP

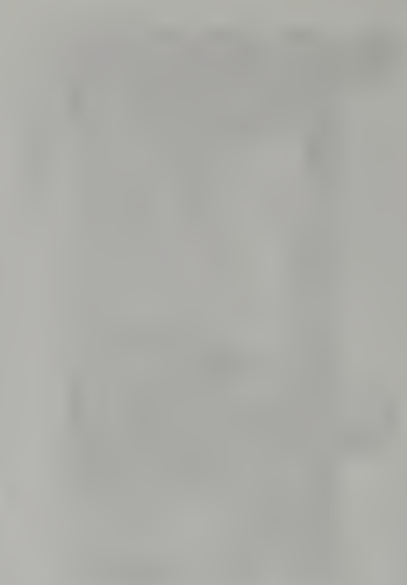
Training ...  
day 4 & 5: aquatic rescue course



Training ...  
cooperative training with the USPS ...



Training ...  
K38 Rescue - RWC training at Half Moon Bay ...





*Great Training, excellent use of training aids and areas.  
One of the better courses I've taken in my career" - Darby Reid (SFPD)*



Training ...  
April 26-30, 2005 Aquatic Rescue Class ...

*"The lives of SF residents and tourists alike were saved due to the  
often heroic efforts by SF Firefighters trained in Surf Rescue"*

Stephen Protok - Chief Ranger Caps And Net 1 Seashore

Training ...  
in-service training at Ocean Beach ...

*The ability of a rapid water rescue response ...  
by trained SF Firefighters has meant the difference  
between life and death ... along the SF coast."* - Stephen Protok -

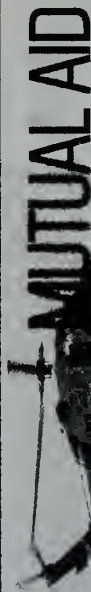
Chief Ranger Caps And Net 1 Seashore

Feb 18, 2004 - Ocean Beach - Sailing Vessel capsized off beach in heavy surf,  
two victims dramatically rescued by SFPD Surf Rescue swimmers ...

March 15, 2004 - Off-duty SFPD Surf Rescue swimmer  
makes rescue off Kelly's Cove - Ocean Beach

October 2006 - SFPD Aquatic Rescue Teams responded to three children  
thrown off Pier 7. The body-recovery search lasts for over 5 days.

Recent Rescues ...



SFPD Aquatic Rescue Program

US PARK SERVICE

SF FIRE DEPT

SF POLICE

PRESIDIO FIRE

US COAST GUARD

SAN MATEO

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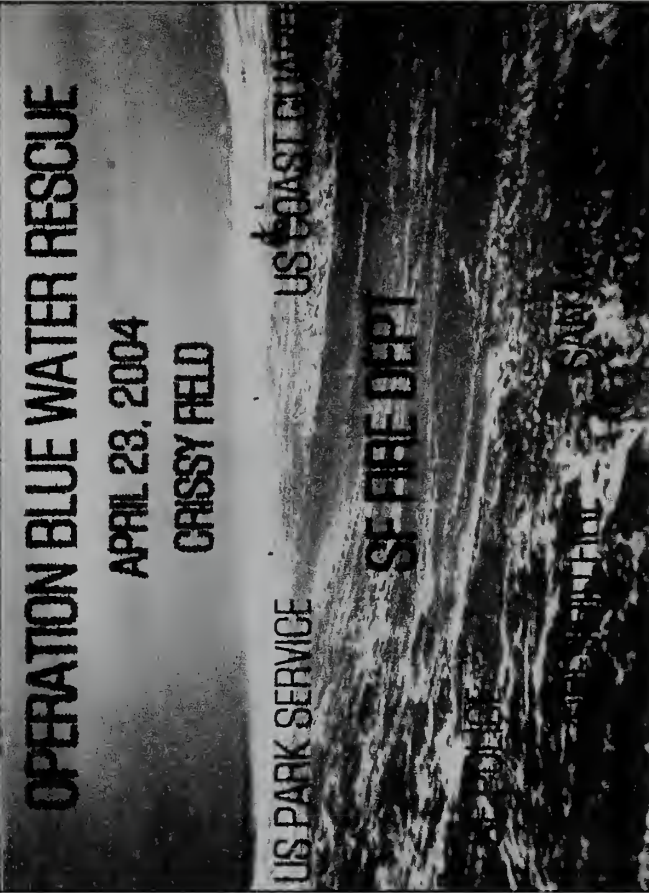
**Mutual Aid ...**  
**US Park Service - GGNRA**  
**FACT:** Since the 7 deaths in 1998, the beach patrol along with SFFD-ARRT has significantly reduced the number of unguarded drowning at Ocean Beach.



**Mutual Aid in action ...**  
**US Park Service - GGNRA**



**Mutual Aid in action ... US Coast Guard**



**OPERATION BLUE WATER RESCUE**  
**APRIL 23, 2004**  
**CRISSY FIELD**  
**US PARK SERVICE**  
**US COAST GUARD**  
**SFFD-ARRT**  
**SAN FRANCISCO**







Mutual Aid in action ... Op. Blue Water Rescue



Mutual Aid in action ... Op. Blue Water Rescue



Mutual Aid in action ... Op. Blue Water Rescue



Mutual Aid in action ...  
Operation Blue Water Rescue





Homeland Security  
WMD  
SF BAY TERRORISM

Regional Training Program  
Disaster Preparedness

The Future...What lies ahead?

SAN FRANCISCO FIRE DEPARTMENT  
AQUATIC RESCUE



20 Years of Service

special thanks

SF Firefighters Local 798  
"Artie" Fund  
Capt. Bob Fennell (ret)  
Capt. Russ Albano (ret)  
Capt. Jim Hantz (ret)  
Fire Marshall Paul Chin (ret)  
SI Pool  
UCSF Koret Pool  
South End Rowing Club  
US Park Service  
US Coast Guard  
CAP  
BPPD  
San Mateo County Harbor Patrol  
SFFD Aquatic Rescue Committee  
Denny F. Neish



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**FIRE COMMISSION**  
City and County of San Francisco  
Gavin Newsom, Mayor

Paul A. Conroy, *President*  
Stephen A. Nakajo, *Vice President*  
Clementine Clarke, *Commissioner*  
George Lau, *Commissioner*  
Victor Makras, *Commissioner*



698 Second Street  
San Francisco, CA 94107  
Telephone 415.558.3451  
Fax 415.558.3413  
Tania Bauër, *Secretary*

No. 06-15

**FIRE COMMISSION REGULAR MEETING**

Thursday – May 11, 2006 – 6:00 p.m.  
698 Second Street, Room 102

**AGENDA**

Item No.

**1. ROLL CALL**

President Paul A. Conroy  
Vice President Stephen A. Nakajo  
Commissioner Clem Clarke  
Commissioner George Lau  
Commissioner Victor Makras

Chief of Department Joanne Hayes-White

DOCUMENTS DEPT

MAY - 8 2006

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**2. PUBLIC COMMENT**

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. Commissioners are not to enter into debate or discussion with a speaker. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

**3. APPROVAL OF THE MINUTES [Action]**

Regular Meeting of April 27, 2006.

*Action to be taken: Approval of the minutes*

**4. COMMUNICATIONS RECEIVED BY COMMISSION [Discussion]**  
(April 21 through May 3, 2006)

**COMMUNICATIONS ADDRESSED DIRECTLY TO THE COMMISSION**

1. From Yefim Stone, C&N Engineers, inquiring if the San Francisco Fire Code is posted on the San Francisco web site and, if so, how to access it. Copy: Commissioners and Fire Marshal.

**San Francisco Fire Commission**  
**NOTICE OF COMMISSION PROCEDURES**

**Commission Office**

The San Francisco Fire Commission Office is located at 698 Second Street, Room 220, San Francisco, CA 94107. The telephone number is (415) 558-3451; the fax number is (415) 558-3413. The web address is [www.sfgov.org/fire\\_comm/](http://www.sfgov.org/fire_comm/). Office hours are from 8:30 a.m. to 5:00 p.m. Monday through Friday.

**Documents for Public Inspection**

Documents referred to in the agenda, if more than one page in length, are available for public inspection and copying at the Commission Office.

**Information on Disability Access<sup>1</sup>**

The Fire Commission regularly meets at Fire Department Headquarters, Room 102, 698 Second Street on the 2<sup>nd</sup> and 4<sup>th</sup> Thursday of the month.

The Fire Commission meeting room is wheelchair accessible. The closest accessible MUNI lines serving this location: 15 Third, 42 Downtown Loop, and N Judah (Second and King). Additional lines serving this location are the 30 Stockton and 45 Union. For more information about MUNI accessible services, call (415) 923-6142.

The following services are available on request 48 hours prior to the meeting: (1) American Sign Language interpreters; (2) use of readers, (3) sound enhancement system, and (4) alternative formats of the agenda and minutes. Please contact the Secretary, Fire Commission, at (415) 558-3451 to make arrangements. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

**Policy on use of Cell Phones, Pagers and Similar Sound-Producing Electronic Devices at and During Public Meetings**

The ringing and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

**Know your Rights under the Sunshine Ordinance**

*(Chapter 67 of the San Francisco Administrative Code)*

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance, or to report a violation of the ordinance, or to obtain a free copy of the Sunshine Ordinance, contact Donna Hall, Administrator of the Sunshine Ordinance Task Force, 1 Dr. Canton B. Goodlett Place, Room 409, San Francisco, CA 94 102-4683 at (415) 554-7724, by fax: (415) 554-7854, by e-mail: [Donna.Hall@sfgov.org](mailto:Donna.Hall@sfgov.org) or on the City's website at [www.sfgov.org/bdsupvrs/sunshine](http://www.sfgov.org/bdsupvrs/sunshine).

**San Francisco Lobbyist Ordinance**

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist (SF Campaign & Governmental Conduct Code § 2.100) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the San Francisco Ethics Commission at 30 Van Ness Ave., Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and web site <http://www.sfgov.org/ethics/>.

2. From Richard Brandi, wondering how many of the recommendations from the 1989 earthquake have been implemented, and asking specifically how many were implemented regarding the water supply. Copy: Commissioners, Chief of Department and Deputy Chief, Administration.
3. From Greg Simpson, praising the NERT program and encouraging the Commission to support it since disaster could strike the Bay Area at any moment and the valuable NERT training helps people prepare for and react to pending disasters.
4. From Steven Zeluck, surprised to see as he was walking his dog by a fire station a firefighter skinning an animal behind the station. He does not believe that practicing taxidermy at a fire station is part of a firefighter's job description. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

#### CHARGES ISSUED BY CHIEF OF DEPARTMENT

##### Formal Complaint

Submitting formal complaint against Firefighter Albert Tenbruggencate, dated May 2, 2006, for violation of the Rules and Regulations as follows:

Section 3912 – Intoxicants & Drugs  
Substance Abuse Policy – Illegal Drugs

#### 5. CHIEF OF DEPARTMENT'S REPORT *[Discussion]*

##### REPORT FROM CHIEF OF DEPARTMENT

Report from Chief of Department Joanne Hayes-White on current issues, activities and events, including discussion of the current budget and FY 2006-07 budget, updates on Divisions within the Department, including Administration, Operations, and EMS Reconfiguration.

##### REPORT FROM OPERATIONS

Richard E. Kochevar, Deputy Chief, Operations, reporting on overall operations during the period April 13 through May 10, 2006, and a report from the Emergency Medical Services Division regarding EMS Division activities.

#### PERSONNEL REPORTS

##### a. Physician's Report

Submitting biweekly report of Fire Department Physician concerning disability injuries, April 8 through April 21, 2006.

##### b. Appointments

Reporting the following PROVISIONAL appointments effective *MARCH 25, 2006*:

##### *H20 Lieutenant*

###### *Name*

John M. Barcojo  
John J. Barden  
Chris B. Callen  
Michael B. Charlton  
John A. Diluzio  
Felix T. Duag

###### *Vice*

David Rege, retired  
Charles Elzey, retired  
William Demattei, retired  
Austin Dito, retired  
Joseph Douglass, retired  
Edward Perricone, retired



Michael T. Duncan	Melvin Canevaro, retired
Christine E. Emmons	Raymond Dito, retired
John J. Ferrando	James Griffin, retired
Clydelho L. Frommoethelydo	Thomas Kurpinsky, retired
Karen J. Heald	Matthew Plescia, retired
Randall C. Hiro	Eugene Ahern, retired
Alphonso Howard	Richard Jonasson, retired
Victor G. Hurtado	Robert Ness, retired
Shelia V. Hunter	David Dryden, retired
Jerry E. Keohane	Daniel Curran, retired
Rohan Knight	William Clark, retired
Thomas Kohmann	Larry Henry, retired
Kerby Lau	James Hentz, retired
Kenneth Lombardi	Richard Lauer, retired
Roberto J. Lucha	Richard Robinson, retired
Fred R. Meyer	Kevin Walsh, retired
Joseph E. Morrison	Timothy Callen, retired
Michael D. Patt	John Beckerley, retired
Eli F. Payton	John Bonnici, retired
Bruce E. Platt	Albert Gughemetti, retired
Cristeo A. Reyes	Gary Montague, retired
David C. Ritter	Robert Kim, retired
Patrick N. Sabia	John O'Leary, retired
Robert J. Turnquist	Walter Bertollo, retired
Paul T. Urquiga	John Sanchez, retired
Mike J. Wong	Alexander King, retired
Christopher Zaczek	Robert Anderson, Jr., retired
Lawrence Zammarchi	Richard Ames, retired

Reporting the following PROBATIONARY appointment effective *APRIL 24, 2006*:

*7388 Utility Plumber*

Devlin D. Joe (vice: Jason Ochlan, separated)

c. Retirements

Communications received from Retirement Board indicating the following members have retired:

<i>Name</i>	<i>Rank</i>	<i>Type</i>	<i>Retirement Date</i>
Chin, Paul H.	H51 Asst. Deputy Chief II	Service	Apr. 22, 2006
Ryan, Michael J.	H40 Battalion Chief	Service	Apr. 20, 2006
Murphy, Michael E.	H30 Captain	Service	Apr. 21, 2006
Zouzounis, Dennis J.	H30 Captain	Service	Apr. 01, 2006
Jenner, Daren W.	H3 Firefighter/Paramedic	Ind. Dis.	Sep. 04, 2005
Voboril, Joel E.	H2 Firefighter	Ind. Dis.	Mar. 31, 2005

*(Retirement Certificates will be presented at Fire Commission Meeting of June 22, 2006)*



d. Resignation

Reporting resignation of H3 Firefighter/Paramedic John Graf, effective April 30, 2006.  
(Approximate length of service – six years.)

Reporting resignation of H2 Firefighter Sonny T. Lee, effective April 24, 2006. (Approximate length of service – 15 years.)

e. Leaves

Reporting leave of absence with pay for Assistant Deputy Chief Thomas Siragusa, Acting Battalion Chief David Franklin, and Lieutenant Ronny Tsujimoto, for three days, May 17 through May 19, 2006, in order to attend a *CBRNE Enhanced Fire Operations functional exercise planning for the National Scenarios* at the National Emergency Response & Rescue Training Center, College Station, University of Texas A&M, Texas. The Office of Homeland Security will pay for transportation, lodging, car rental and all related expenses. Members will not be replaced.

**6. ADJOURNMENT**



**FIRE COMMISSION**  
City and County of San Francisco  
Gavin Newsom, Mayor



Paul A. Conroy, *President*  
Stephen A. Nakajo, *Vice President*  
Clementine Clarke, *Commissioner*  
George Lau, *Commissioner*  
Victor Makras, *Commissioner*

698 Second Street  
San Francisco, CA 94107  
Telephone 415.558.3451  
Fax 415.558.3413  
Tania Bauer, *Secretary*

No. 06-15

**MINUTES OF THE FIRE COMMISSION**

**Regular Meeting – Thursday – May 11, 2006 – 6:00 p.m.**  
698 Second Street, Room 102

The meeting was called to order by President Conroy at 6:05 p.m.

Item No.

1. **ON ROLL CALL**, the following were noted present:

DOCUMENTS DEPT.

President Paul A. Conroy  
Vice President Stephen A. Nakajo  
Commissioner Clem Clarke  
Commissioner George Lau  
Commissioner Victor Makras

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Joanne M. Hayes-White  
Richard E. Kochevar  
Gary P. Massetani

Chief of Department  
Deputy Chief, Operations  
Deputy Chief, Administration

Assistant Deputy Chiefs – Staff:

Patrick J. Casserly  
Peter Howes  
Barbara A. Schultheis  
Thomas A. Siragusa  
Robert Navarro

Division of Airports  
Division of Emergency Medical Services  
Division of Fire Prevention and Investigation  
Division of Training  
Division of Homeland Security

Chief Officers – Firefighting Services:

Kevin Taylor  
Audry Lee

Division 2 (Acting)  
Division 3

**2. PUBLIC COMMENT**

*John Darmanin*, congratulated the newly appointed Assistant Deputy Chief Barbara Schultheis as Fire Marshal. He wanted to commend the Chief for making the selection from among the various Fire Prevention candidates, and hoped that a resolution could be drafted so as to ensure that future appointments to Fire Marshal should be made from within the Bureau of Fire Prevention based on the Department's need and the candidate's years of experience and knowledge of the job.



Department of the Interior

Office of the Secretary

Washington, D.C. 20540

Dear Mr. [Name]:

I am pleased to inform you that your application for [blank] has been received and is currently being processed.

The [blank] you requested is available for [blank] at the [blank] office.

Very truly yours,  
[Signature]

Enclosed for you are [blank] copies of the [blank] you requested.

Sincerely,  
[Signature]

Very truly yours,  
[Signature]



*Jennifer Mathews*, Firefighter. She commended the Chief on the appointment and commented that Chief Schultheis is the best person for the job because of her vast knowledge of the fire code and over ten years of experience in fire prevention. She would like to join other department members in congratulating Chief Schultheis.

*Gerald Zari*, Inspector. He commended the Chief for making a bold decision in appointing Chief Schultheis, and praised Chief Schultheis for her professionalism.

*Robert Fuller*, President, Northern California Chapter of the Society of Fire Protection Engineers. He wanted to commend the Chief and congratulate Chief Schultheis as well. He was a member of the Bureau of Fire Prevention for 15 years and had known Chief Schultheis as a person with full potential.

*Michie Wong*, Inspector. She wanted to thank Chief Schultheis for teaching her all that she needed to know during her three years at Fire Prevention. She also thanked the Chief for appointing Chief Schultheis.

### **3. APPROVAL OF THE MINUTES [Action]**

Regular Meeting of April 27, 2006.

#### **PUBLIC COMMENT**

*John Darmanin*, noted that some comments were made by individuals at the meeting of April 27<sup>th</sup> but were not included in the minutes. He hoped that the minutes could reflect what was being said at the meeting.

Commissioner Makras moved and Commissioner Clarke seconded. There were further no questions or discussion and the minutes were approved as presented by a vote of 5-0. (Commissioners Conroy, Nakajo, Clarke, Lau, Makras)

### **4. COMMUNICATIONS RECEIVED BY COMMISSION [Discussion]** (April 21 through May 3, 2006)

#### **COMMUNICATIONS ADDRESSED DIRECTLY TO THE COMMISSION**

1. From Yefim Stone, C&N Engineers, inquiring if the San Francisco Fire Code is posted on the San Francisco web site and, if so, how to access it. Copy: Commissioners and Fire Marshal.
2. From Richard Brandi, wondering how many of the recommendations from the 1989 earthquake have been implemented, and asking specifically how many were implemented regarding the water supply. Copy: Commissioners, Chief of Department and Deputy Chief, Administration.
3. From Greg Simpson, praising the NERT program and encouraging the Commission to support it since disaster could strike the Bay Area at any moment and the valuable NERT training helps people prepare for and react to pending disasters.
4. From Steven Zeluck, surprised to see as he was walking his dog by a fire station a firefighter skinning an animal behind the station. He does not believe that practicing taxidermy at a fire station is part of a firefighter's job description. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

## CHARGES ISSUED BY CHIEF OF DEPARTMENT

### Formal Complaint

Submitting formal complaint against Firefighter Albert Tenbruggencate, dated May 2, 2006, for violation of the Rules and Regulations as follows:

Section 3912 – Intoxicants & Drugs  
Substance Abuse Policy – Illegal Drugs

### PUBLIC COMMENT

*John Darmanin*, commenting on the formal complaint that was being filed against Firefighter Albert Tenbruggencate, expressed his concern about the procedure followed in testing urine sample at the Physician's office. During a provisional medical exam that he had recently, he noticed that the cup that was used to contain the urine sample was not sealed. Instead, it was left on a shelf and was easily accessible by anyone entering the room. He is concerned that under the circumstances the results of the test would not be correct. He hoped that the Department would improve this procedure.

President Conroy directed the Secretary to comply with Section 4006 of the Rules and Regulations and inform Firefighter Albert Tenbruggencate of the trial date as soon as one is set.

## 5. CHIEF OF DEPARTMENT'S REPORT *[Discussion]*

### REPORT FROM CHIEF OF DEPARTMENT

Report from Chief of Department Joanne Hayes-White on current issues, activities and events, including discussion of the current budget and FY 2006-07 budget, updates on Divisions within the Department, including Administration, Operations, and EMS Reconfiguration.

Prior to beginning the report, Chief Hayes-White announced that she had appointed Assistant Deputy Chief Barbara Schultheis as Fire Marshal. After she and the two Deputy Chiefs had conducted interviews, Chief Schultheis was chosen from among nine candidates. The selection of the Fire Marshal from within the Bureau of Fire Prevention is very valuable because the new Fire Marshal is bringing expertise in the handling of complex issues related to code enforcement and code interpretation. Chief Schultheis will be a very valued member of the command staff. The Chief then invited Chief Schultheis to introduce herself and offer some comments.

Chief Schultheis thanked the Chief for giving her the opportunity to be the Fire Marshal of the San Francisco Fire Department and for having faith in her. She is proud to have been selected and will fulfill her obligations to the best of her ability. She wants to be a good Fire Marshal with a dedicated and trained staff; one who knows the code and knows how to apply it to meet life safety requirements. She will remain open to new technology and innovative ideas, provide the necessary training to her staff to do the job, and ensure the safety of the community. Chief Schultheis was congratulated by members of the Commission.

Chief Hayes-White informed the Commission that the Department will close the fiscal year within budget, and thanked Deputy Chief Massetani and Chief Financial Officer Julia Dawson for doing a very good job. Funding for Proposition F has been approved for \$7.1 million for FY 2006-2007 budget. The class of the 24 new H3 Level II Paramedics graduated on May 5, 2006, at Treasure Island, and Commissioners Conroy and Makras were present at the ceremony. With the graduation of these 24 paramedics, the Department can now move forward with the implementation of the EMS reconfiguration. The Chief congratulated the Training Division under the leadership of Chief Siragusa, and also Assistant Deputy Chief Howes and Paramedic Hogue, all of whom worked very well together to provide excellent training, a wonderful



curriculum and quite an experience to the 24 members who the Department is very proud to have in the Fire Department. This is a significant step in the reconfiguration to make the Department more operationally efficient and streamlined.

With a balance of approximately \$437,000 being carried forward to fund examinations, the Department plans to administer an H30 Captain exam to be followed by an H40 Battalion Chief exam. Hopefully, the H20 Lieutenant, H6 Investigator and H4 Inspector exams will soon be administered. This is a big step for the Fire Department since no exams were held for over 10 to 12 years. In the meantime, it has been necessary for the Department to make provisional appointments to fill vacancies in the various ranks.

*Commissioner Nakajo* commended the Chief for appointing as Fire Marshal someone from within the Bureau. It is important because there is a sense of accomplishment for the Chief when the command staff works well under her. The fact that the Fire Marshal is a female is also important because it reflects the presence of minority representation in the command force. Besides, the command force should include representation of the various ethnic groups. He is glad to know that after 10 to 12 years, promotional exams are going to be administered to allow members to take advantage of the opportunity to be represented.

Chief Hayes-White thanked Commissioner Nakajo for his comments. Just as her appointment to Chief was non-traditional, the appointment of Chief Schultheis to Fire Marshal is non-traditional as well. Typically, a Battalion Chief or Assistant Chief from the field would most likely fill the Fire Marshal position. This appointment is a significant change from the past, there will be continuity because of Chief Schultheis' knowledge and experience from her work in Fire Prevention. She believes that the longer someone stays in one position, the more effective the performance. The Chief noted that she is proud of all her female staff members, and in a city as diverse as San Francisco, the work force should reflect that, not only in the H2 Firefighter rank, but all the way up through the command staff, which includes the rank of Assistant Chief.

*Commissioner Makras* also commended the Chief on her timely appointment of Chief Schultheis as Fire Marshal and on the Chief's provisional appointments. He reminded the Chief about the request he made a few weeks ago that PG&E grant the Fire Department access to their buildings. He could not understand why PG&E is not cooperating, why are they not submitting plans like every single other property owner in San Francisco. His concern is about public safety. Chief Hayes-White agreed to arrange a meeting in the near future.

*Commissioner Lau* wanted to echo on the positive comments and congratulate the Chief on the Fire Marshal appointment. He wondered if the \$7.1 million for Prop F should have been \$7.6 or \$7.5 million. Deputy Chief Massetani replied that the lower figure is reflective of cost savings.

*Commissioner Clarke* wanted to echo the other Commissioners' sentiments with reference to the new Fire Marshal, especially Commissioner Nakajo's sentiments as regards the diversity of the command staff. She inquired as to whether the Budget Analyst's audit on the Office of Emergency Services has an impact on the Fire Department. The Chief replied that she had not yet seen the final draft of the audit but that she will have more information for the Commission when the final audit report is released.

*Commissioner Conroy* reviewed future agenda items. For the meeting on May 25, 2006, the agenda will include a report from the SFFD Historical Society regarding recent activities and events, as well as an inventory and accounting. Next, for the meeting on June 8, the agenda will include a more detailed report on how the Fire Department would respond to a major incident. Finally, on the agenda for the meeting on June 22, 2006, will be a presentation on the implementation of Prop F. In response, Chief Hayes-White mentioned that she would try to

schedule a report concerning PG&E for one of the June meetings. Prior to the May 25 Commission meeting, there will be a ceremony for the provisional appointments at 5:00 p.m. that day. She invited the Commissioners to attend. Finally, she informed the Commission that Dr. Marshal Issac will be leaving the Department at the end of June to join the Dallas Fire Department. He has been a valued member of the Department and she would like to put on a presentation at one of the meetings with the support from the Commission. Commissioner Conroy complimented the Chief on the provisional appointments. He stated that while it is important to pursue permanent civil service promotions, it is also important now to instill members with the responsibility and recognition that accompanies their provisional officer status. He congratulated Chief Schultheis on her appointment as Fire Marshal. He agreed that it is good practice to identify and promote members who want to pursue a particular career within the Department so that they can grow in the position and the Department can have greater continuity.

#### REPORT FROM OPERATIONS

Richard Kochevar, Deputy Chief, Operations, provided the report for the period from April 13 through May 10, 2006. During this reporting period, there were two greater alarm fires and 31 working fires. The greater alarm fires resulted in \$1.2 million in property damage, \$75,000 in content damage, \$570,000 in exposure property damage, and \$55,000 in exposure content damage. Fortunately, there were no civilian injuries or fatalities and no reported firefighter injuries or fatalities, and only five people were displaced.

The new H3 Level II Paramedics were put on the ambulance on May 6. A short presentation will be given by Chief Peter Howes, EMS Division, to further explain this implementation. The Department provided assistance at the immigration mass gathering on May 1, and a meeting was held yesterday with CalTrans in Oakland regarding the next closures on the Bay Bridge. The Department put on a demonstration of the portable hydrant system at the request of a convention of structural engineers and insurance underwriters.

Discussion ensued with Commissioners asking questions and Chief Hayes-White and Deputy Chief Kochevar responding.

#### EMS REPORT

Pete Howes, EMS Chief, reported on the ferry boat accident, noting that by coordinating resources early and staging them, the operation went very smoothly. The good result was based on the frequent training and drilling the Department does.

With the graduation of the 24 H3 Level II Paramedics in May, the Fire Department is in Phase I of the EMS reconfiguration. Another class will begin in July, with a four-week training and a three-week evaluation. So Phase II will start some time in September. This will continue through the fall and Phase III will start approximately the first of the year. With the deployment of the 24 individuals in the field from the May graduation class, there are now 12 teams of two paramedics working a 10-hour shift. This will allow the Department to shift some of the workload from the 24-hour Medic units to the 10-hour ambulances. At the same time, the Department is monitoring the Firefighter/Paramedics as they are returned to the various engine companies to make sure that their skills are retained and they are effective employees as well. For day-to-day operations, the Bureau of Equipment is the base for the transport tier to get their fuel and general supplies. The Department is going to consolidate the supply depots so that all engines and ambulances will have to go to those fuel stations. Chief Howes also pointed out that modifications are being made to the existing ambulances to allow more room to restock.



The 24 hour ambulances are referred to as "Medic Units" and the 10 hour shift dynamically deployed ambulances are referred to as "ambulances." Medic units in the downtown, mission corridor area are being moved to other stations forming a ring around the downtown area. An average of 5 dynamically deployed ambulances will be in the downtown-mission area. In addition, the H-1 staffed ambulances are also on ten hour shifts and can be deployed anywhere they are needed in the City.

The Department has acquired a multi-casualty unit and also plans to acquire disaster medical trailers.

Discussion ensued with Commissioners asking questions and Chief Hayes-White and staff responding.

#### PUBLIC COMMENT

*John Darmanin* commented that with the implementation of Prop F, it means that the Department will have to maintain staffing levels of January 2004. If the Department continues the long practice of reducing staffing on the engines and trucks by detailing members to various assignments such as training, meetings, and appointments during the day, this will violate the MOU, and violate the intent and spirit of Prop F. He urged the Chief and the Commission to prevent this from happening in the future.

#### PERSONNEL REPORTS

##### a. Physician's Report

Submitting biweekly report of Fire Department Physician concerning disability injuries, April 8 through April 21, 2006.

##### b. Appointments

Reporting the following PROVISIONAL appointments effective *MARCH 25, 2006*:

##### *H20 Lieutenant*

###### *Name*

John M. Barcojo  
John J. Barden  
Chris B. Callen  
Michael B. Charlton  
John A. Diluzio  
Felix T. Duag  
Michael T. Duncan  
Christine E. Emmons  
John J. Ferrando  
Clydelho L. Frommoethelydo  
Karen J. Heald  
Randall C. Hiro  
Alphonso Howard  
Victor G. Hurtado  
Shelia V. Hunter  
Jerry E. Keohane  
Rohan Knight  
Thomas Kohmann

###### *Vice*

David Rege, retired  
Charles Elzey, retired  
William Demattei, retired  
Austin Dito, retired  
Joseph Douglass, retired  
Edward Perricone, retired  
Melvin Canevaro, retired  
Raymond Dito, retired  
James Griffin, retired  
Thomas Kurpinsky, retired  
Matthew Plescia, retired  
Eugene Ahern, retired  
Richard Jonasson, retired  
Robert Ness, retired  
David Dryden, retired  
Daniel Curran, retired  
William Clark, retired  
Larry Henry, retired

Kerby Lau	James Hentz, retired
Kenneth Lombardi	Richard Lauer, retired
Roberto J. Lucha	Richard Robinson, retired
Fred R. Meyer	Kevin Walsh, retired
Joseph E. Morrison	Timothy Callen, retired
Michael D. Patt	John Beckerley, retired
Eli F. Payton	John Bonnici, retired
Bruce E. Platt	Albert Gughemetti, retired
Cristeo A. Reyes	Gary Montague, retired
David C. Ritter	Robert Kim, retired
Patrick N. Sabia	John O'Leary, retired
Robert J. Turnquist	Walter Bertollo, retired
Paul T. Urquiaga	John Sanchez, retired
Mike J. Wong	Alexander King, retired
Christopher Zaczek	Robert Anderson, Jr., retired
Lawrence Zammarchi	Richard Ames, retired

Reporting the following PROBATIONARY appointment effective *APRIL 24, 2006*:

*7388 Utility Plumber*

Devlin D. Joe (vice: Jason Ochlan, separated)

c. Retirements

Communications received from Retirement Board indicating the following members have retired:

<i>Name</i>	<i>Rank</i>	<i>Type</i>	<i>Retirement Date</i>
Chin, Paul H.	H51 Asst. Deputy Chief II	Service	Apr. 22, 2006
Ryan, Michael J.	H40 Battalion Chief	Service	Apr. 20, 2006
Murphy, Michael E.	H30 Captain	Service	Apr. 21, 2006
Zouzounis, Dennis J.	H30 Captain	Service	Apr. 01, 2006
Jenner, Daren W.	H3 Firefighter/Paramedic	Ind. Dis.	Sep. 04, 2005
Voboril, Joel E.	H2 Firefighter	Ind. Dis.	Mar. 31, 2005

*(Retirement Certificates will be presented at Fire Commission Meeting of June 22, 2006)*

d. Resignation

Reporting resignation of H3 Firefighter/Paramedic John Graf, effective April 30, 2006.  
(Approximate length of service – six years.)

Reporting resignation of H2 Firefighter Sonny T. Lee, effective April 24, 2006. (Approximate length of service – 15 years.)

e. Leaves

Reporting leave of absence with pay for Assistant Deputy Chief Thomas Siragusa, Acting Battalion Chief David Franklin, and Lieutenant Ronny Tsujimoto, for three days, May 17 through May 19, 2006, in order to attend a *CBRNE Enhanced Fire Operations functional exercise planning for the National Scenarios* at the National Emergency Response & Rescue Training Center, College Station, University of Texas A&M, Texas. The Office of Homeland Security will pay for transportation, lodging, car rental and all related expenses. Members will not be replaced.

President Conroy directed that the report be accepted and incorporated in the minutes of today's meeting.

**6. ADJOURNMENT**

There being no further business to come before the Commission, the meeting was adjourned at 7:30 p.m.

Tania Bauer  
Secretary

The first part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that every entry, no matter how small, should be recorded to ensure the integrity of the financial data. This section also covers the various methods used to collect and analyze data, highlighting the need for consistency and precision in all measurements.

Table 1: Summary of Data Collection Methods			
Method	Frequency	Accuracy	Cost
Direct Observation	Weekly	High	Low
Interviews	Monthly	Medium	Medium
Surveys	Quarterly	Low	High
Automated Sensors	Continuous	Very High	Very High

Table 2: Analysis of Data Collection Results

Method	Frequency	Accuracy	Cost
Direct Observation	Weekly	High	Low
Interviews	Monthly	Medium	Medium
Surveys	Quarterly	Low	High
Automated Sensors	Continuous	Very High	Very High

The second part of the document provides a detailed analysis of the data collected using the various methods. It compares the results of the different approaches, noting the strengths and weaknesses of each. The analysis shows that while automated sensors provide the most accurate data, they are also the most expensive. Direct observation, on the other hand, is the most cost-effective but may be subject to human error. The document concludes by recommending a hybrid approach that combines the most accurate and cost-effective methods to achieve the best results.



# SAN FRANCISCO FIRE COMMISSION



## FIRE COMMISSION SPECIAL HEARING

Thursday, May 25, 2006– 4:00 PM

698 Second Street, Room 221, San Francisco, CA 94107

### AGENDA

Item  
No

#### 1. ROLL CALL

President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	George Lau
Commissioner	Victor Makras

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#### 2. CHIEF OF DEPARTMENT'S REQUEST TO REMAND FORMAL CHARGES AGAINST FIREFIGHTER KEITH BARAKA, DATED 3/9/04 [DISCUSSION AND POSSIBLE ACTION ITEM]

This portion of the meeting may be held in closed session under California Government Code section 54957(b) and San Francisco Administrative Code section 67.10(b). If so,

a. Public comment on all matters pertaining to closed session

b. Vote on whether to hold closed session [ACTION ITEM]

#### c. CLOSED SESSION

1. Discussion on request to remand charges

2. Deliberations and possible vote on whether to remand charges [ACTION ITEM]

#### d. RECONVENE IN OPEN SESSION

1. Report on action taken in closed session as specified in California Government Code section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4).

2. Vote to elect whether to disclose any or all discussions held in closed session under San Francisco Administrative Code Section 67.12(a) [ACTION ITEM].

#### 3. ADJOURNMENT

2. Name of the Candidate: \_\_\_\_\_

3. Roll Number: \_\_\_\_\_

4. Date of Examination: \_\_\_\_\_

5. Subject: \_\_\_\_\_

6. Time Allowed: \_\_\_\_\_

7. Instructions: \_\_\_\_\_

8. Questions: \_\_\_\_\_

9. Answers: \_\_\_\_\_

10. Remarks: \_\_\_\_\_

11. Signature of Candidate: \_\_\_\_\_

12. Signature of Examiner: \_\_\_\_\_

13. Signature of Head of Institution: \_\_\_\_\_

14. Signature of Controller of Examinations: \_\_\_\_\_

15. Signature of Officer-in-Charge: \_\_\_\_\_

**FIRE COMMISSION**  
City and County of San Francisco  
Gavin Newsom, Mayor

Paul A. Conroy, *President*  
Stephen A. Nakajo, *Vice President*  
Clementine Clarke, *Commissioner*  
George Lau, *Commissioner*  
Victor Makras, *Commissioner*



698 Second Street  
San Francisco, CA 94107  
Telephone 415.558.3451  
Fax 415.558.3413  
Tania Bauer, *Secretary*

**MINUTES OF THE FIRE COMMISSION SPECIAL HEARING**

**Thursday, May 25, 2006– 4:00 PM**

698 Second Street, Room 221, San Francisco, CA 94107

Item  
No

**1. On ROLL CALL, the following were present:**

President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	George Lau
Commissioner	Victor Makras

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Commissioner Clem Clarke was excused.

**Appearances**

For the San Francisco Fire Department

Gina Roccanova, Deputy City Attorney

Richard Kochevar, Deputy Chief Operations

Also Present

Marie Blits, Deputy City Attorney, Counsel to the Commission

Tania Bauer, Commission Secretary

**2. CHIEF OF DEPARTMENT'S REQUEST TO REMAND FORMAL CHARGES  
AGAINST FIREFIGHTER KEITH BARAKA, DATED 3/9/04 [DISCUSSION AND  
POSSIBLE ACTION ITEM]**

This portion of the meeting may be held in closed session under California Government Code section 54957(b) and San Francisco Administrative Code section 67.10(b). If so,

**a. Public comment on all matters pertaining to closed session**

There was no public comment.

**b. Vote on whether to hold closed session [ACTION ITEM]**

Commissioner George Lau moved for a closed session and Commissioner Nakajo seconded. The motion was unanimously approved.

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### **c. CLOSED SESSION**

The Commission went into closed session at 4:10 PM.

The Commission adjourned the meeting while in closed session. The meeting will be continued at a future date and time to be announced.

### **3. ADJOURNMENT**

The meeting was adjourned at 6:00 PM

Tania Bauer  
Commission Secretary



**FIRE COMMISSION**  
City and County of San Francisco  
Gavin Newsom, Mayor



Paul A. Conroy, *President*  
Stephen A. Nakajo, *Vice President*  
Clementine Clarke, *Commissioner*  
George Lau, *Commissioner*  
Victor Makras, *Commissioner*

698 Second Street  
San Francisco, CA 94107  
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Tania Bauer, *Secretary*

No. 06-17

**FIRE COMMISSION REGULAR MEETING**  
Thursday – May 25, 2006 – 6:00 p.m.  
698 Second Street, Room 102

**AGENDA**

DOCUMENTS DEPT.

Item No.

**1. ROLL CALL**

President Paul A. Conroy  
Vice President Stephen A. Nakajo  
Commissioner Clem Clarke  
Commissioner George Lau  
Commissioner Victor Makras

Chief of Department Joanne Hayes-White

MAY 24 2006

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**2. PUBLIC COMMENT**

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. Commissioners are not to enter into debate or discussion with a speaker. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

**3. RETIREMENT CERTIFICATES [Discussion]**

Reporting Awards of Honorable Service to the following members:

	Type of Retirement	Yrs of Service	Retirement Date
Assistant Deputy Chief Alfred P. Quartaroli	Service	31	Mar. 18, 2006
Battalion Chief Mark V. Groshong	Service	30	Apr. 08, 2006

**San Francisco Fire Commission**  
**NOTICE OF COMMISSION PROCEDURES**

**Commission Office**

The San Francisco Fire Commission Office is located at 698 Second Street, Room 220, San Francisco, CA 94107. The telephone number is (415) 558-3451; the fax number is (415) 558-3413. The web address is [www.sfgov.org/fire\\_comm/](http://www.sfgov.org/fire_comm/). Office hours are from 8:30 a.m. to 5:00 p.m. Monday through Friday.

**Documents for Public Inspection**

Documents referred to in the agenda, if more than one page in length, are available for public inspection and copying at the Commission Office.

**Information on Disability Access<sup>a</sup>**

The Fire Commission regularly meets at Fire Department Headquarters, Room 102, 698 Second Street on the 2<sup>nd</sup> and 4<sup>th</sup> Thursday of the month.

The Fire Commission meeting room is wheelchair accessible. The closest accessible MUNI lines serving this location: 15 Third, 42 Downtown Loop, and N Judah (Second and King). Additional lines serving this location are the 30 Stockton and 45 Union. For more information about MUNI accessible services, call (415) 923-6142.

The following services are available on request 48 hours prior to the meeting: (1) American Sign Language interpreters; (2) use of readers, (3) sound enhancement system, and (4) alternative formats of the agenda and minutes. Please contact the Secretary, Fire Commission, at (415) 558-3451 to make arrangements. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

**Policy on use of Cell Phones, Pagers and Similar Sound-Producing Electronic Devices at and During Public Meetings**

The ringing and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

**Know your Rights under the Sunshine Ordinance**

*(Chapter 67 of the San Francisco Administrative Code)*

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance, or to report a violation of the ordinance, or to obtain a free copy of the Sunshine Ordinance, contact Donna Hall, Administrator of the Sunshine Ordinance Task Force, 1 Dr. Canton B. Goodlett Place, Room 409, San Francisco, CA 94 102-4683 at (415) 554-7724, by fax: (415) 554-7854, by e-mail: [Donna.Hall@sfgov.org](mailto:Donna.Hall@sfgov.org) or on the City's website at [www.sfgov.org/bdsupvrs/sunshine](http://www.sfgov.org/bdsupvrs/sunshine).

**San Francisco Lobbyist Ordinance**

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist (SF Campaign & Governmental Conduct Code § 2.100) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the San Francisco Ethics Commission at 30 Van Ness Ave., Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and web site <http://www.sfgov.org/ethics/>.



**4. ACCEPTANCE OF GIFT OF EQUIPMENT TO FIRE DEPARTMENT [Action]**

Resolution accepting a gift of equipment to the Fire Department from the Fireman's Fund Insurance Company as follows: (1) an ambulance simulator and a training mannequin, with a combined value of approximately \$37,200 and (2) equipment for the Fireboat valued at approximately \$10,000.

Gary P. Massetani, Deputy Chief, Administration

*Action to be taken: Adoption of resolution*

**5. APPROVAL OF THE MINUTES [Action]**

Regular Meeting of May 11, 2006.

*Action to be taken: Approval of the minutes*

**6. COMMUNICATIONS RECEIVED BY COMMISSION [Discussion]**

(May 4 through May 18, 2006)

Communications received by the Commission from May 4 through May 18, 2006, will appear on the agenda of a regular meeting at a later date.

**CHARGES ISSUED BY CHIEF OF DEPARTMENT**

Formal Complaint

Submitting formal complaint against Acting Investigator Dennis King, dated May 5, 2006, for violation of the Rules and Regulations as follows:

Section 3912 – Intoxicants & Drugs  
Substance Abuse Policy – Illegal Drugs

**7. CHIEF OF DEPARTMENT'S REPORT [Discussion]**

**REPORT FROM CHIEF OF DEPARTMENT**

Report from Chief of Department Joanne Hayes-White on current issues, including discussion of the current budget and FY 2006-07 budget, updates on Divisions within the Department, including Operations, EMS and EMS Reconfiguration.

**REPORT FROM ADMINISTRATION**

Report from Gary P. Massetani, Deputy Chief, Administration, with continuing discussion of the current budget and FY 2006-07 budget and updates on Administrative Divisions.

**PERSONNEL REPORTS**

**a. Division of Training**

Submitting monthly report from Division of Training concerning activities performed during April 2006.

**b. Physician's Report**

Submitting biweekly report of Fire Department Physician concerning disability injuries, April 22 through May 5, 2006.

c. Appointments

Reporting the following PERMANENT EXEMPT appointment effective *MARCH 24, 2006*:

*H53 EMS Chief*

Peter Howes (vice: Glenn Ortiz-Schuldt, returned to PCS position)

Reporting the following PROVISIONAL appointment effective *APRIL 27, 2006*:

*H24 Lieutenant, BFI*

Kevin T. Callaghan (vice: Elmer Carr, promoted)

Reporting the following PROVISIONAL appointments effective *APRIL 27, 2006*:

*H22 Lieutenant, BFP*

<i>Name</i>	<i>Vice</i>
Barbara A. Schultheis	Annual Salary Ordinance Authorized
Thomas J. Cordes	Annual Salary Ordinance Authorized
William J. Mitchell	Kenneth Cereghino, retired
H. Brendan O'Leary	Alfred Cofresi, retired
Tyrone Pruitt	John Sudano, retired
Peter J. Schembri	Annual Salary Ordinance Authorized

Reporting the following PROVISIONAL appointments effective *APRIL 8, 2006*:

*H6 Investigator, BFI*

<i>Name</i>	<i>Vice</i>
Mary M. Carder	Lawrence Wright, retired
Jennifer T. Deberry	Marshall Granger, retired
Angela T. Freeman	John Ford, retired
Lisa M. Moy	Annual Salary Ordinance Authorized
Gregory K. Owyang	Annual Salary Ordinance Authorized
Charles C. Pistoia	Annual Salary Ordinance Authorized
George D. Smith	Annual Salary Ordinance Authorized
Henry Tam	Annual Salary Ordinance Authorized

Reporting the following PROVISIONAL appointments effective *APRIL 8, 2006*:

*H4 Inspector, BFP*

<i>Name</i>	<i>Vice</i>
Alec M. Balmy	Peter Sikora, retired
William C. Cody	Robert Mathes, retired
Kenneth W. Cofflin	Antonio Correa, retired
Joseph E. Cuff	David Adams, retired
John F. Darmanin	James Gravanis, retired
Michael S. Estebez	Michael Braida, retired
Stephen H. Feiner	Anthony Hampton, retired

Donald S. Fields	Joseph Graff, retired
Priscilla S. Gates	Macheal Thomas, retired
Bruce G. Guitron	Robert Kehoe, retired
Melissa M. Lerma	Annual Salary Ordinance Authorized
John L. Piombo	Annual Salary Ordinance Authorized
Lourdes Maria Russell	Annual Salary Ordinance Authorized
Michie L. Wong	Annual Salary Ordinance Authorized
Gerald M. Zari	Annual Salary Ordinance Authorized

Reporting the following TEMPORARY EXEMT appointment effective May 6, 2006:

*H120 Fireboat Pilot*

Jennifer A. Howard (vice: Annual Salary Ordinance Authorized)

Reporting the following PROBATIONARY appointment effective AUGUST 15, 2005:

*0931 Manager III*

Jesusa S. Bushong (vice: Tx'd from Bushong's 1270 position)

d. Retirements

Communications received from Retirement Board indicating the following members have retired:

<i>Name</i>	<i>Rank</i>	<i>Type</i>	<i>Retirement Date</i>
Corporandy, Theodore J.	H40 Battalion Chief	Service	May 01, 2006
Russo, Anthony M.	H30 Captain	Service	May 01, 2006
Cotton, Michael A.	H20 Lieutenant	Service	May 06, 2006
Tracey, David T.	H20 Lieutenant	Service	May 04, 2006
Weaver, Robert	H3 Firefighter/Paramedic	Service	May 05, 2006
Borg, James	H2 Firefighter	Service	May 04, 2006

*(Retirement Certificates will be presented at Fire Commission Meeting of June 22, 2006)*

e. Military Leave

Reporting approval of application from one member for Military Leave of Absence without pay, in order to comply with Military Orders received from his commanding officer:

<i>Name</i>	<i>Rank</i>	<i>Dates</i>	<i>Days</i>	<i>Military Organization</i>	<i>Purpose</i>
Digre, Michael	H2 FF	05-06-06	2	CA Army Nat'l Gd.	Attend Active
SGT		thru		Fallon, NV	Duty Training
		05-07-06			

ACCIDENT REPORTS

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	<i>Accident No.</i>	<i>Accident Date</i>	<i>Serial No.</i>	<i>Category</i>	<i>Recommendation</i>
Medic 7	05-6-160	3/16/2006	751	A	File

Cause: While backing into quarters, Medic 7 struck apparatus door that was in the process of closing



Medic 7	05-6-161	3/18/2006	751	A	File
Cause:	Misjudged clearance - While trying to pass another vehicle, Medic 7 struck a mirror on moving U-Haul truck, breaking mirror				
Truck 10	05-6-162	4/1/2006	613	A	File
Cause:	Misjudged clearance (Tiller error) - While responding with red lights and siren, Trk 10 struck a parked civilian vehicle				
Engine 15	05-6-163	4/1/2006	510	A	File
Cause:	Misjudged clearance - While responding with red lights and siren, and turning right, Eng 15 struck a parked civilian vehicle				
Engine 40	05-6-164	4/2/2006	507	B	Bill
Cause:	Malfunctioning apparatus door - While exiting station with red lights and siren, Eng 40 struck apparatus door that had begun to close on its own				
Service Squad 1	05-6-165	4/7/2006	842	A	File
Cause:	Misjudged clearance - While moving apparatus, driver struck a utility pole				
BOE	05-6-166	4/18/2006	0	A	File
Cause:	Misjudged clearance - While making a left turn, aerial apparatus struck a civilian vehicle waiting at a stop sign				
Engine 37	05-6-167	4/20/2006	596	A	File
Cause:	Misjudged clearance - While maneuvering around a relief piece in the Evans Street yard, Eng 37 struck a relief truck				
Engine 37	05-6-168	4/24/2006	596	A	File
Cause:	Driving skill deficiency - While backing up at an incident, Eng 37 struck a parked civilian vehicle; spotters were not posted				

*Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.*

*Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.*



*Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.*

**8. SFFD HISTORICAL SOCIETY [Discussion]**

Presentation by SFFD Historical Society and discussion regarding recent activities and events, operation of SFFD Fire Museum, restoration/rehabilitation of historic apparatus, and inventory and accounting as provided by Fire Commission Resolution 05-9.

**9. ADJOURNMENT**

*[The page contains extremely faint, illegible text, likely bleed-through from the reverse side. The text appears to be organized into several paragraphs and possibly a list or table structure.]*

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1/6  
1/7

**FIRE COMMISSION**  
**City and County of San Francisco**  
**Gavin Newsom, Mayor**



Paul A. Conroy, *President*  
Stephen A. Nakajo, *Vice President*  
Clementine Clarke, *Commissioner*  
George Lau, *Commissioner*  
Victor Makras, *Commissioner*

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Tania Bauer, *Secretary*

No. 06-17

**MINUTES OF THE FIRE COMMISSION**

**Regular Meeting – Thursday – May 25, 2006 – 6:00 p.m.**  
698 Second Street, Room 102

The meeting was called to order by President Conroy at 6:15 p.m.

Item No.

**1. ON ROLL CALL**, the following were noted present:

President Paul A. Conroy  
Vice President Stephen A. Nakajo  
Commissioner George Lau  
Commissioner Victor Makras

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Commissioner Clem Clarke was excused for vacation.

Joanne M. Hayes-White  
Richard E. Kochevar  
Gary P. Massetani

Chief of Department  
Deputy Chief, Operations  
Deputy Chief, Administration

Assistant Deputy Chiefs – Staff:

Patrick J. Casserly  
Peter Howes  
Barbara A. Schultheis  
Lorrie A. Kalos  
Thomas A. Siragusa  
Robert Navarro

Division of Airports  
Division of Emergency Medical Services  
Division of Fire Prevention and Investigation  
Division of Support Services  
Division of Training  
Division of Homeland Security

Chief Officers – Firefighting Services:

Arthur W. Kenney  
Alson Lee

Division 2  
Division 3 (Acting)

**2. PUBLIC COMMENT**

There was no public comment.

THE UNIVERSITY OF CHICAGO  
DEPARTMENT OF CHEMISTRY  
RESEARCH REPORT



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RESEARCH REPORT

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### 3. RETIREMENT CERTIFICATES [Discussion]

Reporting Awards of Honorable Service to the following members:

	Type of Retirement	Yrs of Service	Retirement Date
Assistant Deputy Chief Alfred P. Quartaroli	Service	31	Mar.18, 2006
Battalion Chief Mark V. Groshong	Service	30	Apr. 08, 2006
Captain William G. Landivar	Service	31-1/2	Mar. 24, 2006

Joanne Hayes-White, Chief of Department, congratulated retired members Assistant Deputy Chief Alfred Quartaroli, Battalion Chief Mark Groshong and Captain William Landivar, and presented them their Retirement Certificates. She recalled highlights of their careers, their assignments over the years, and their special contributions to the Department.

Assistant Deputy Chief Quartaroli thanked the Chief for believing in him and noted how much he had enjoyed working with people who were hardworking, dedicated and caring towards others. He stated that it had been a pleasure to be part of this team and to have served all these years.

Captain Landivar stated that he had loved the job and would gladly do it over again. He thanked the Commission, the Chief and everyone he had worked with for a great run.

#### PUBLIC COMMENT

None

### 4. ACCEPTANCE OF GIFT OF EQUIPMENT TO FIRE DEPARTMENT [Action]

Fire Commission Resolution No. 06-1 accepting a gift of equipment to the Fire Department from the Fireman's Fund Insurance Company as follows: (1) an ambulance simulator and a training mannequin, with a combined value of approximately \$37,200 and (2) equipment for the Fireboat valued at approximately \$10,000.

Gary Massetani, Assistant Deputy Chief, Administration, explained how the Department was awarded the gifts. The Fireman's Fund Heritage has a program whereby local agencies that sell Fireman's Fund product receive bonus points, which they have the authority to designate to different fire stations or fire departments.

Accordia, Inc. has designated that \$40,000 for EMS equipment be given to the San Francisco Fire Department. The Department has requested that a simulator, duplicating the environment that paramedics and firefighters face everyday, be acquired for training. The simulator, with a programmable mannequin, is very realistic and will provide real-life training.

SP Tarantino Insurance Brokers wished to direct their gift to the Fire Boat and has offered the Fire Department a gift of marine electronic equipment, including delivery and installation of the equipment, valued at approximately \$10,000.

Chief Hayes-White added that Fireman's Fund has been a good friend to the San Francisco Fire Department, since in late 2004 they provided the NERT program with a gift of \$100,000.

Commissioner Makras moved and Commissioner Lau seconded.

There were no further questions or discussion and Resolution No. 06-1 was adopted by a vote of 4-0. (Commissioners Conroy, Nakajo, Lau, Makras)

**5. APPROVAL OF THE MINUTES [Action]**

Regular Meeting of May 11, 2006.

Commissioner Lau moved and Commissioner Nakajo seconded. There were no questions or discussion and the minutes were approved as presented by a vote of 4-0.  
(Commissioners Conroy, Nakajo, Lau, Makras)

**PUBLIC COMMENT**

None

**6. COMMUNICATIONS RECEIVED BY COMMISSION [Discussion]**

(May 4 through May 18, 2006)

Communications received by the Commission from May 4 through May 18, 2006, will appear on the agenda of a regular meeting at a later date.

**CHARGES ISSUED BY CHIEF OF DEPARTMENT**

**Formal Complaint**

Submitting formal complaint against Acting Investigator Dennis King, dated May 5, 2006, for violation of the Rules and Regulations as follows:

Section 3912 – Intoxicants & Drugs  
Substance Abuse Policy – Illegal Drugs

President Conroy directed the Secretary to comply with Section 4006 of the Rules and Regulations and inform Acting Investigator King of the trial date as soon as one is set.

**PUBLIC COMMENT**

None

**7. CHIEF OF DEPARTMENT'S REPORT [Discussion]**

**REPORT FROM CHIEF OF DEPARTMENT**

Report from Chief of Department Joanne Hayes-White on current issues, including discussion of the current budget and FY 2006-07 budget, updates on Divisions within the Department, including Operations, EMS and EMS Reconfiguration.

Joanne Hayes-White, Chief of Department, provided the report. She announced that the Department has projected that it will end this fiscal year on budget. She commended Chief Massetani and Julia Dawson, Chief Financial Officer, for their efforts and everyone's collective effort in remaining within budget this year.

Chief Hayes-White stated that the EMS Reconfiguration is in Phase I of the implementation, with 24 newly graduated H3 level 2 Paramedics deployed to the field. 24-hour ambulance companies have been deactivated and transferred out of the downtown corridors with the new, dynamically deployed ambulances picking up the calls. The transition has had some issues but the more the Department can accelerate the addition of H3 Level 2 Paramedics, the more stream lined operations will become. She is hoping that a class of 24 can be started no later than June 19<sup>th</sup>.



Chief Hayes-White, in relation to the promotional process, pointed out that the California Supreme Court had upheld the Civil Service Commission's determination that statistically valid grouping will be utilized in certifying promotional examinations and that the certification rule does not have to be submitted to binding arbitration. In September 2003, the Civil Service Commission had issued a certification rule, or how selections were to be made from an eligibility list, for statistically valid grouping and Local 798 had challenged the certification rule. The Supreme Court ruling will allow the Department to proceed with examinations, namely, the H30 Captain examination, which was last given 12 years ago.

On May 18, 2006, a press conference was held at City Hall to launch the Department's six-month biodiesel pilot program. It is being piloted in the southeastern part of the City with six Engines, two Aerial Ladder Trucks and an Ambulance strictly using B-20, that is, a mix of 20% biodiesel and 80% diesel. The Department considers this to be a progressive milestone, which will be closely monitored, and hopes that it will benefit employees and citizens; it will reduce toxic emissions and may yield long term reductions in the maintenance of apparatus due to the use of this fuel. Chief Hayes-White acknowledged two employees, Firefighter/Paramedic Brie Matthews and Firefighter Michael Ferry, for their diligence, persistence and hard work in researching the subject and bringing it to her attention.

Chief Hayes-White apprised the Commission of her participation in a panel for the selection of a 911 Emergency Communications Director. The Mayor selected the recommended candidate of the panel, namely, Laura Philips.

In closing, Chief Hayes-White reported that former Chief of Department Andy Casper, who had been Chief of Department from 1976 to 1982, was gravely ill. She asked that he be kept in everyone's thoughts and prayers.

Discussion ensued with Commissioners asking questions and commenting regarding the California Supreme Court decision and the testing process with Chief Hayes-White and staff responding.

*Commissioner Nakajo* noted that a draft of the secondary criteria should be developed as soon as possible and suggested that it be brought before the Commission for review. Chief Hayes-White responded that a draft was almost completed and that she is planning to bring it before the Commission.

*Commissioner Lau* was pleased to hear that there was a resolution from the Court so that the Department could proceed with examinations. He suggested that due to the recent large number of provisional appointments, the test should be designed in such a way as to transition the provisional candidates into permanent status. This would also curtail interruptions throughout operations. Chief Hayes-White responded that the Department had already considered Commissioner Lau's suggestion. She noted that the promotional process is a competitive process. Chief Hayes-White stated that there will be three parts to H30 Captain examination. The secondary criteria that is being considered by the Department is very similar to the criteria that she used to make the provisional appointments and includes length and variety of experience, education, courses related to the Fire Service, and disciplinary record.

*Commissioner Makras* suggested that the Department develop a testing program, that is, how many years between tests in certain classifications and when members can anticipate taking the tests. He believed that such a program would be beneficial for employees and would encourage them to work for and aspire to leadership roles instead of arbitrarily sitting for examinations. Commissioner Makras also wondered if the secondary criteria would be published and whether it will be weighted. Chief Hayes-White explained that since the Department has not had test for

such a long time, it will be a three-to-four year cycle for the tests, even though optimally she would prefer there to be two years. Regarding secondary criteria, Chief Hayes-White explained that the secondary criteria will be in the job announcement for the H30 position and that the criteria are not weighted.

Commissioner Makras suggested that when Chief Hayes-White presents the secondary criteria to the Commission that she should explain whether it is weighted or not, and why it was appropriate to do so. He added that it should be calendared on the agenda so that members of the public and the rank file could have an open discussion in a public forum.

Commissioner Conroy wished to have an explanation of *weighted* criteria. Chief Hayes-White explained that it meant assigning a certain percentage to the various items in the criteria, for example, education would count as 40% of the total. It is more restrictive and the Department prefers, at this time not to weight the criteria.

Commissioner Nakajo was pleased to see *community services* included in the criteria but he wondered if *bilingual* was also included. Chief Hayes-White responded that the Department was considering this but it would be subject to a meet and confer with Local 798; it had been included as secondary criteria in the Police Department's recent Q50 (Sergeant) examination process. The Department has bilingual spots but more work is needed to define proficiency in each of the languages. Chief Hayes-White believes that bilingual proficiency is very useful in medical situations where language barriers can cost seconds and can make a major difference in the outcome of an incident.

Commissioner Conroy wished to know about the test itself for the Captain's examination, and whether the version prepared by Dr. Outz would be used or a different version. Chief Hayes-White responded that the examination was developed in the late 1990s and the Department plans to use the same components. The test will consist of three parts: 70% weight out of 1,000 points will be a fire scenario and first aid simulation; 12% will be a report writing component and 18% will be a human relations component wherein the applicant will participate in a counseling session or a disciplinary scenario. She noted that the percentages have not been confirmed yet. Chief Hayes-White added that the test will be more of a practical knowledge test and will have no multiple choice questions.

Commissioner Conroy asked if it was possible to fail the test since statistically valid grouping has been compared by some to *Rule of the List*, that is, everyone who took the test is on the list and will, therefore, be promoted. Chief Hayes-White responded that usually anyone who gets a score between 700 and 1,000 makes the list. Commissioner Conroy also wished to know if the Department was planning to offer an Officer Candidate program. Chief Hayes-White responded that the Department was not planning to offer one, primarily due to lack of funding but also because of the time element. The Department wished to be as expeditious as possible in getting started with the H30 examination process.

#### REPORT FROM ADMINISTRATION

Gary Massetani, Deputy Chief, Administration, presented the report.

(1) FY 2005-06 – the Department will finish the fiscal year within budget. EMS revenues remain under budget and are projected at \$3.2 million. At this point, Bureau of Fire Prevention revenues are \$0.5 million over budget. \$120,000 will be added to this year's expense with the hiring of a second class of 24 H3 level 2 Paramedics. Overall expenses will be below budget due to a \$3 million in Workers Compensation savings. Uniform salaries are projected over budget due to retirement payouts of \$3.7 million. Treasure Island services are expected to be \$640,000 over



budget but, in turn, may be covered by a reimbursement from FEMA of \$795,000 for Katrina assistance.

(2) FY 2006-07 Mayor's budget contains all of the Department's requested changes to fund Proposition F and the EMS Reconfiguration. Funds for exams will be carried forward into FY 2006-07 for the H30 Captain and H40 Battalion Chief examinations, and the development of the H20 Lieutenant examination.

(3) Division of Training is preparing for the new H3 Level 2 class of 24 paramedic candidates, starting no later than June 19<sup>th</sup>, with a four-week classroom curriculum and 80 hours of field evaluation. Mutual aid training with San Mateo County continues on a regular basis. Assistant Deputy Chief Siragusa represented the Department at the spring meeting of OES Region 2 Fire Meeting held in Contra Costa County. Discussion revolved around the Regional Response Plan, both local and regional, which is being developed and the new dispatch plan. The State Fire Marshal just certified the Treasure Island Training facility for Rescue Systems 1, Rescue Systems 2 and Confined Space Rescue Training. This affords the Department the opportunity to promote training to other jurisdictions.

(4) Planning and Research continues to work with the EMS Division to develop Ambulance and Medic locations for Phase II of the EMS Reconfiguration. All response data is being monitored from Phase I and modifications will be made as needed.

(5) Support Services has developed and implemented a new medical waste disposal program that reduces exposure to members and worked on the relocation of the four medic units in Phase I of the EMS Reconfiguration. AWSS (Auxiliary Water Supply System) repaired a main break near Third Street and supervised two manifold relocations near Islais Creek.

(6) Human Resources Division has issued 24 requisitions for the proposed class of H3 Level 2 Paramedics and has extended conditional job offers to 34 potential candidates for H3 Level 2 candidates. The selection and employment process for the 1237 Training Coordinator for NERT was completed. Human Resources is involved in the coordinated distribution of City Disaster Worker ID cards to all City employees.

(7) Homeland Security is finalizing the procurement for the Department's CBRNE (Chemical, Biological, Radiological, Nuclear and Explosive) vehicle, as well as a multi-casualty unit (MCU) for the EMS Division. Development of specifications for a Field Command vehicle, as well as an airboat for the Airport, is proceeding.

(8) Physician's Office has completed over 30 pre-employment physical examinations for the new proposed H3 level 2 paramedic class. The total number of work related injuries and illnesses for April was 37 with 16 loss of work time and 21 without loss of work time. Disability leave for April 2005 stood at 63 and for April 2006 was at 42 – a 33% reduction.

(9) Investigative Services Bureau tested 24 members to date in May. Since the start of the random drug and alcohol testing program 32 weeks ago, 242 members were tested – 241 negative and one positive.

*Commissioner Conroy* wished to know if the certification of the Treasure Island Training Facility will afford the Department the capability to charge for training or for the use of the facility. He added that he was aware that the Phoenix Fire Department trains other surrounding Fire Departments. Chief Massetani responded that it provides the Department the opportunity to offer more types of training which can lead to more revenue at a later date. Chief Hayes-White

added that the Department had developed a fee schedule but with the certification it will increase the ability to attract other departments.

Commissioner Nakajo wished to express his and the Commission's appreciation of the Badge Pinning Ceremony that was held prior to the Commission meeting. It was rewarding to see so many members with their families in this Commission room. He enjoyed meeting so many officers for the first time.

## PERSONNEL REPORTS

### a. Division of Training

Submitting monthly report from Division of Training concerning activities performed during April 2006.

### b. Physician's Report

Submitting biweekly report of Fire Department Physician concerning disability injuries, April 22 through May 5, 2006.

### c. Appointments

Reporting the following PERMANENT EXEMPT appointment effective *MARCH 24, 2006*:

#### *H53 EMS Chief*

Peter Howes (vice: Glenn Ortiz-Schuldt, returned to PCS position)

Reporting the following PROVISIONAL appointment effective *APRIL 27, 2006*:

#### *H24 Lieutenant, BFI*

Kevin T. Callaghan (vice: Elmer Carr, promoted)

Reporting the following PROVISIONAL appointments effective *APRIL 27, 2006*:

#### *H22 Lieutenant, BFP*

##### *Name*

Barbara A. Schultheis

Thomas J. Cordes

William J. Mitchell

H. Brendan O'Leary

Tyrone Pruitt

Peter J. Schembri

##### *Vice*

Annual Salary Ordinance Authorized

Annual Salary Ordinance Authorized

Kenneth Cereghino, retired

Alfred Cofresi, retired

John Sudano, retired

Annual Salary Ordinance Authorized

Reporting the following PROVISIONAL appointments effective *APRIL 8, 2006*:

#### *H6 Investigator, BFI*

##### *Name*

Mary M. Carder

Jennifer T. Deberry

Angela T. Freeman

Lisa M. Moy

##### *Vice*

Lawrence Wright, retired

Marshall Granger, retired

John Ford, retired

Annual Salary Ordinance Authorized

Gregory K. Owyang	Annual Salary Ordinance Authorized
Charles C. Pistoia	Annual Salary Ordinance Authorized
George D. Smith	Annual Salary Ordinance Authorized
Henry Tam	Annual Salary Ordinance Authorized

Reporting the following PROVISIONAL appointments effective *APRIL 8, 2006*:

*H4 Inspector, BFP*

<i>Name</i>	<i>Vice</i>
Alec M. Balmy	Peter Sikora, retired
William C. Cody	Robert Mathes, retired
Kenneth W. Cofflin	Antonio Correa, retired
Joseph E. Cuff	David Adams, retired
John F. Darmanin	James Gravanis, retired
Michael S. Estebez	Michael Braida, retired
Stephen H. Feiner	Anthony Hampton, retired
Donald S. Fields	Joseph Graff, retired
Priscilla S. Gates	Macheal Thomas, retired
Bruce G. Guitron	Robert Kehoe, retired
Melissa M. Lerma	Annual Salary Ordinance Authorized
John L. Piombo	Annual Salary Ordinance Authorized
Lourdes Maria Russell	Annual Salary Ordinance Authorized
Michie L. Wong	Annual Salary Ordinance Authorized
Gerald M. Zari	Annual Salary Ordinance Authorized

Reporting the following TEMPORARY EXEMT appointment effective *May 6, 2006*:

*H120 Fireboat Pilot*

Jennifer A. Howard (vice: Annual Salary Ordinance Authorized)

Reporting the following PERMANENT appointment effective *AUGUST 15, 2005*:

*0931 Manager III*

Jesusa S. Bushong (vice: Tx'd from Bushong's 1270 position)

d. Retirements

Communications received from Retirement Board indicating the following members have retired:

<i>Name</i>	<i>Rank</i>	<i>Type</i>	<i>Retirement Date</i>
Corporandy, Theodore J.	H40 Battalion Chief	Service	May 01, 2006
Russo, Anthony M.	H30 Captain	Service	May 01, 2006
Cotton, Michael A.	H20 Lieutenant	Service	May 06, 2006
Tracey, David T.	H20 Lieutenant	Service	May 04, 2006
Weaver, Robert	H3 Firefighter/Paramedic	Service	May 04, 2006
Borg, James	H2 Firefighter	Service	May 04, 2006

*(Retirement Certificates will be presented at Fire Commission Meeting of June 22, 2006)*



e. Military Leave

Reporting approval of application from one member for Military Leave of Absence without pay, in order to comply with Military Orders received from his commanding officer:

<i>Name</i>	<i>Rank</i>	<i>Dates</i>	<i>Days</i>	<i>Military Organization</i>	<i>Purpose</i>
Digre, Michael SGT	H2 FF	05-06-06 thru 05-07-06	2	CA Army Nat'l Gd. Fallon, NV	Attend Active Duty Training

ACCIDENT REPORTS

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	<i>Accident No.</i>	<i>Accident Date</i>	<i>Serial No.</i>	<i>Category</i>	<i>Recommendation</i>
Medic 7	05-6-160	3/16/2006	751	A	File
Cause:	While backing into quarters, Medic 7 struck apparatus door that was in the process of closing				
Medic 7	05-6-161	3/18/2006	751	A	File
Cause:	Misjudged clearance - While trying to pass another vehicle, Medic 7 struck a mirror on moving U-Haul truck, breaking mirror				
Truck 10	05-6-162	4/1/2006	613	A	File
Cause:	Misjudged clearance (Tiller error) - While responding with red lights and siren, Trk 10 struck a parked civilian vehicle				
Engine 15	05-6-163	4/1/2006	510	A	File
Cause:	Misjudged clearance - While responding with red lights and siren, and turning right, Eng 15 struck a parked civilian vehicle				
Engine 40	05-6-164	4/2/2006	507	B	Bill
Cause:	Malfunctioning apparatus door - While exiting station with red lights and siren, Eng 40 struck apparatus door that had begun to close on its own				
Service Squad 1	05-6-165	4/7/2006	842	A	File
Cause:	Misjudged clearance - While moving apparatus, driver struck a utility pole				



BOE                                      05-6-166                      4/18/2006                      0                      A                                      File

Cause:              Misjudged clearance - While making a left turn, aerial apparatus struck a civilian vehicle waiting at a stop sign

Engine 37                                      05-6-167                      4/20/2006                      596                      A                                      File

Cause:              Misjudged clearance - While maneuvering around a relief piece in the Evans Street yard, Eng 37 struck a relief truck

Engine 37                                      05-6-168                      4/24/2006                      596                      A                                      File

Cause:              Driving skill deficiency - While backing up at an incident, Eng 37 struck a parked civilian vehicle; spotters were not posted

*Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.*

*Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.*

*Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.*

President Conroy directed that the report be accepted and incorporated in the minutes of today's meeting.

## **8.    SFFD HISTORICAL SOCIETY    *[Discussion]***

Presentation by SFFD Historical Society and discussion regarding recent activities and events, operation of SFFD Fire Museum, restoration/rehabilitation of historic apparatus, and inventory and accounting as provided by Fire Commission Resolution 05-9.

*Note: This item was continued to the meeting of June 22, 2006*

## **9.    ADJOURNMENT**

The meeting was adjourned at 7:30 PM, in honor of, and with best wishes for, retired Chief of Department Andy Casper.

Tania Bauer  
Secretary



1 [Gift of Equipment to Fire Department.]  
2

3 Resolution accepting a gift of equipment to the Fire Department from the Fireman's  
4 Fund Insurance Company as follows: (1) an ambulance simulator and a training  
5 mannequin, with a combined value of approximately \$37,200; and (2) equipment for the  
6 Fire Boat valued at approximately \$10,000.  
7

8 WHEREAS, The Fireman's Fund Insurance Company was founded in San Francisco in  
9 1863 with a mission to give a portion of its profits to support firefighters; and,

10 WHEREAS, The Fireman's Fund Insurance Company has established the Fireman's  
11 Fund Heritage program to support the company's philanthropic mission to support firefighters  
12 for safer communities; and

13 WHEREAS, Through the Heritage program, Fireman's Fund provides local fire  
14 departments, national firefighter organizations, and non-profit fire and burn prevention  
15 organizations with equipment and fire prevention tools, or funds for equipment, tools,  
16 firefighter training, fire safety education and community emergency response programs; and,

17 WHEREAS, Fireman's Fund employees can nominate their local fire department to  
18 receive a grant or gift through the Heritage programs; and,

19 WHEREAS, an agency that sell Fireman's Fund products can direct a grant or gift to a  
20 local fire department, based on the size and growth of the agency's business with Fireman's  
21 Fund; and,

22 WHEREAS, two local insurance agencies have separately selected the Fire  
23 Department to receive a gift on behalf of that agency through the Fireman's Fund Heritage  
24 program;  
25





1 WHEREAS, Accordia, Inc., an insurance agency in San Francisco, wishes to direct a  
2 gift to the Fire Department through the Heritage program to support emergency medical  
3 services across the City, and has offered to provide the Fire Department with a gift of an  
4 ambulance simulator, including delivery and set up of the simulator, and a training mannequin  
5 to be used for Paramedic and Emergency Medical Technician training, with a combined value  
6 of approximately \$37,200; and,

7 WHEREAS, SP Tarantino Insurance Brokers, Inc., an insurance agency in San  
8 Francisco, wishes to direct a gift to the Fire Department through the Heritage program to  
9 support the Fire Boat, and has offered to provide the Fire Department with a gift of marine  
10 electronic equipment including delivery and installation of that equipment, valued at  
11 approximately \$10,000; and,

12 WHEREAS, Fireman's Fund Insurance Company, through its Heritage program,  
13 wishes to provide the gifts as designated by these local agencies; and,

14 WHEREAS, these gifts will benefit the Fire Department and facilitate its safe and  
15 effective delivery of services to the public;

16 WHEREAS, A Gift Agreement between the Fire Department and Fireman's Fund  
17 Insurance Company is on file with the Clerk of the Board of Supervisors in File  
18 No. \_\_\_\_\_, which is hereby declared to be a part of this resolution as if set  
19 forth fully herein; now, therefore, be it

20 RESOLVED, That the Fire Department is authorized to enter into the Gift Agreement  
21 with Fireman's Fund Insurance Company; and, be it

22 FURTHER RESOLVED, That the Chief of the Fire Department is authorized to accept  
23 gifts from Fireman's Fund Insurance Company of (1) an ambulance simulator, including  
24 delivery and set up of the simulator, and a training mannequin to be used for Paramedic and  
25



1 Emergency Medical Technician training, with a combined value of approximately \$37,200; and  
2 (2) a gift for the Fire Boat of marine electronic equipment, including installation of that  
3 equipment, valued at approximately \$10,000; and, be it

4 FURTHER RESOLVED, That the City and County of San Francisco will adhere to the  
5 requirements and conditions specified in the Gift Agreement.

6  
7  
8 Recommended: Joanne Hayes-White Approved: \_\_\_\_\_  
9 Joanne Hayes-White 05/26/06 Mayor  
10 Chief of Department

11 Recommended: T. Bauer Approved: \_\_\_\_\_  
12 Fire Commission Controller  
13 Tania Bauer  
14 Commission Secretary  
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**FIRE COMMISSION**  
City and County of San Francisco  
Gavin Newsom, Mayor



Paul A. Conroy, *President*  
Stephen A. Nakajo, *Vice President*  
Clementine Clarke, *Commissioner*  
George Lau, *Commissioner*  
Victor Makras, *Commissioner*

698 Second Street  
San Francisco, CA 94107  
Telephone 415.558.3451  
Fax 415.558.3413  
Tania Bauer, *Secretary*

No. 06-18

**FIRE COMMISSION REGULAR MEETING**  
Thursday – June 8, 2006 – 6:00 p.m.  
698 Second Street, Room 102

**AGENDA**

*Item No.*

**1. ROLL CALL**

President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	George Lau
Commissioner	Victor Makras
Chief of Department	Joanne Hayes-White

DOCUMENTS DEPT.

JUN 05 2006

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**2. PUBLIC COMMENT**

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. Commissioners are not to enter into debate or discussion with a speaker. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

**3. RECOGNITION OF SERVICE [Discussion]**

Honoring Marshal Isaacs, M.D., Medical Director, San Francisco Fire Department, for his 12 years of service and dedication to the San Francisco Fire Department.

**4. APPROVAL OF THE MINUTES [Action]**

Regular Meeting of May 25, 2006, and Special Meeting of May 25, 2006 (4:00 p.m.).

*Action to be taken: Approval of the minutes*

**San Francisco Fire Commission**  
**NOTICE OF COMMISSION PROCEDURES**

**Commission Office**

The San Francisco Fire Commission Office is located at 698 Second Street, Room 220, San Francisco, CA 94107. The telephone number is (415) 558-3451; the fax number is (415) 558-3413. The web address is [www.sfgov.org/fire\\_comm/](http://www.sfgov.org/fire_comm/). Office hours are from 8:30 a.m. to 5:00 p.m. Monday through Friday.

**Documents for Public Inspection**

Documents referred to in the agenda, if more than one page in length, are available for public inspection and copying at the Commission Office.

**Information on Disability Access<sup>1</sup>**

The Fire Commission regularly meets at Fire Department Headquarters, Room 102, 698 Second Street on the 2<sup>nd</sup> and 4<sup>th</sup> Thursday of the month.

The Fire Commission meeting room is wheelchair accessible. The closest accessible MUNI lines serving this location: 15 Third, 42 Downtown Loop, and N Judah (Second and King). Additional lines serving this location are the 30 Stockton and 45 Union. For more information about MUNI accessible services, call (415) 923-6142.

The following services are available on request 48 hours prior to the meeting: (1) American Sign Language interpreters; (2) use of readers, (3) sound enhancement system, and (4) alternative formats of the agenda and minutes. Please contact the Secretary, Fire Commission, at (415) 558-3451 to make arrangements. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

**Policy on use of Cell Phones, Pagers and Similar Sound-Producing Electronic Devices at and During Public Meetings**

The ringing and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

**Know your Rights under the Sunshine Ordinance**

*(Chapter 67 of the San Francisco Administrative Code)*

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance, or to report a violation of the ordinance, or to obtain a free copy of the Sunshine Ordinance, contact Donna Hall, Administrator of the Sunshine Ordinance Task Force, 1 Dr. Canton B. Goodlett Place, Room 409, San Francisco, CA 94 102-4683 at (415) 554-7724, by fax: (415) 554-7854, by e-mail: [Donna.Hall@sfgov.org](mailto:Donna.Hall@sfgov.org) or on the City's website at [www.sfgov.org/bdsupvrs/sunshine](http://www.sfgov.org/bdsupvrs/sunshine).

**San Francisco Lobbyist Ordinance**

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist (SF Campaign & Governmental Conduct Code § 2.100) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the San Francisco Ethics Commission at 30 Van Ness Ave., Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and web site <http://www.sfgov.org/ethics/>.



**5. COMMUNICATIONS RECEIVED BY COMMISSION [Discussion]**  
(May 3, 2006, through June 1, 2006)

**COMMUNICATIONS ADDRESSED DIRECTLY TO THE COMMISSION**

1. From Amir Ervin, inquiring about a document that gave the locations, numbers and type of apparatus at each station discussed at the May 11<sup>th</sup> Commission meeting and asking for a copy. Copy: Commissioners.
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## 6. CHIEF OF DEPARTMENT'S REPORT [Discussion]

### REPORT FROM CHIEF OF DEPARTMENT

Report from Chief of Department Joanne Hayes-White on current issues, activities and events, including discussion of the current budget and FY 2006-07 budget, updates on Divisions within the Department, including Administration, Operations, and EMS Reconfiguration, and Promotional Examination Process and Procedure.

### REPORT FROM OPERATIONS

Richard E. Kochevar, Deputy Chief, Operations, reporting on overall operations during the period May 11 through June 6, 2006, and a report from the Emergency Medical Services Division regarding EMS Division activities.

### PERSONNEL REPORTS

#### a. Physician's Report

Submitting biweekly report of Fire Department Physician concerning disability injuries, May 6 through May 19, 2006.

#### b. Suspension

Reporting the following suspension:

No./Rank of Members	Unit	Days Suspended	Dates	Violation of
1 H2 Firefighter	Medic 38	2	06-12-06 thru 06-13-06	Sec. 3915 (Proper Behavior) Sec. 3919 (Unacceptable Language Sec. 3922 (Acts Detrimental to Welfare of Department)

#### c. Leaves

Reporting leave of absence with pay for A/Lt. Seth Rubenstein, for five days, June 12 through June 16, 2006, in order to attend the *Enhanced Unified Command and Incident Management* course offered by the Office of Domestic Preparedness at the National Emergency Response and Rescue Training Center, College Station, Texas. The Office of Domestic Preparedness will pay for transportation, lodging, course materials and all related expenses. A/Lieutenant Rubenstein will not be replaced.

Reporting leave of absence with pay for Captain James Lee, for four days, May 15 through May 18, 2006, in order to travel to Hutchinson, Kansas, for final inspection on eight custom built ambulances. All expenses were paid by Wheeled Coach Company. Captain Lee was not replaced.

7. DETAILED REPORT OF FIRE DEPARTMENT'S RESPONSE TO MAJOR INCIDENTS  
*[Discussion]*

Battalion Chief David Franklin, Special Operations

8. ADJOURNMENT

**FIRE COMMISSION**  
City and County of San Francisco  
Gavin Newsom, Mayor



Paul A. Conroy, *President*  
Stephen A. Nakajo, *Vice President*  
Clementine Clarke, *Commissioner*  
George Lau, *Commissioner*  
Victor Makras, *Commissioner*

698 Second Street  
San Francisco, CA 94107  
Telephone 415.558.3451  
Fax 415.558.3413  
Tania Bauer, *Secretary*

No. 06-18

**MINUTES OF THE FIRE COMMISSION**

Regular Meeting – Thursday – June 8, 2006 – 6:00 p.m.  
698 Second Street, Room 102, San Francisco, CA 94107

The meeting was called to order by President Conroy at 6:05 p.m.

Item No.

1. **ON ROLL CALL**, the following were noted present:

President Paul A. Conroy  
Vice President Stephen A. Nakajo  
Commissioner Clem Clarke  
Commissioner George Lau  
Commissioner Victor Makras

Joanne M. Hayes-White  
Richard E. Kochevar

Chief of Department  
Deputy Chief, Operations

Assistant Deputy Chiefs – Staff:

Patrick J. Casserly  
Peter Howes  
Barbara A. Schultheis  
Lorrie A. Kalos  
Robert Navarro

Division of Airports  
Division of Emergency Medical Services  
Division of Fire Prevention and Investigation  
Division of Support Services  
Division of Homeland Security

Chief Officers – Firefighting Services:

John A. Murphy  
Audry Lee

Division 2 (Acting)  
Division 3

EMS Officers:

Marshal Isaacs, M.D.  
James M. Fazackerley

SFFD Medical Director  
Section Chief, Operations

**DOCUMENTS DEPT.**

**JUL 10 2006**

**SAN FRANCISCO  
PUBLIC LIBRARY**



# MEMORANDUM

TO : [illegible]  
FROM : [illegible]  
SUBJECT : [illegible]

[illegible text block]

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## 2. RECOGNITION OF SERVICE [Discussion]

Honoring Marshal Isaacs, M.D., Medical Director, San Francisco Fire Department, for his 12 years of service and dedication to the San Francisco Fire Department.

Joanne Hayes-White, Chief of Department, acknowledged everything that Dr. Isaacs had done for the Department and praised his selfless service and dedication. She presented him with a plaque, which read: "In appreciation for your service and contributions to the San Francisco Fire Department from May 1994 until June 2006". On it where mounted two Medical Director badges, one for his service in the San Francisco Fire Department and the other for service in the Department of Public Health. She asked Supervisor Bevan Dufty to join her.

Supervisor Dufty recalled that when he was first elected there were certain parts of his job that he was not yet familiar with, namely, dealing with tragedy and emergency situations, and knowing how to respond to life-threatening incidents. Supervisor Dufty learned from Dr. Isaacs on numerous occasions how to rise to his responsibilities as an elected official of the City of San Francisco. Supervisor Dufty presented a Resolution to Dr. Isaacs, which had been signed and voted on by every member of the Board of Supervisors. The text read:

*Whereas, Dr. Marshal Isaacs began his education at Union College in New York before studying medicine at the State University of New York, Stonybrook Medical School; and whereas, Dr. Marshal Isaacs served as a Congressional Intern to then Congressman Albert Gore; and whereas, Dr. Marshal Isaacs completed a one-year fellowship in pre-hospital emergency medical services at Stanford University while also serving as a lead flight physician to the Stanford Life Flight aeroMedical transport program; and whereas, Dr. Marshal Isaacs served as the Medical Director of the Paramedic Base Station of the City and County of San Francisco before becoming the Medical Director for the City's third service paramedic division in 1994; and whereas, Dr. Marshal Isaacs also was named Emergency Medical Services Director for the San Francisco Fire Department in 1994, directing its Early Defibrillation and Basic EMT/First Responder program; and whereas, Dr. Marshal Isaacs has made significant contributions to the San Francisco Fire Department and the City and Count of San Francisco during his tenure as the EMS Medical Director for the past 12 years; therefore, be it resolved, that the San Francisco Board of Supervisors commends Dr. Marshal Isaacs for his dedication to the City of San Francisco as the EMS Medical Director for the San Francisco Fire Department; and, be it further resolved, that the Board of Supervisors wishes Dr. Isaacs the best of luck as the EMS Medical Director for the Dallas Fire and Rescue Department.*

Chief Hayes-White recognized Heather Fong, Chief of Police, who wished to speak in her Department's behalf. Chief Fong. She praised Dr. Isaacs for his assistance and his calming influence during the many crises that can occur to members of public safety departments. He has always been there, explaining difficult medical terms, insuring that the best care is given and following-up with family and the Department. Chief Fong also thanked Dr. Isaacs and Chief Hayes-White efforts in placing AEDs (Automated External Defibrillators) in every unit of the San Francisco Police Department. On behalf of the entire Police Department, and in appreciation of Dr. Isaacs's commitment and generous sharing of his talents, she wished to extend her and the Police Department's sincere and profound gratitude for the time, effort, professionalism and exemplary performance that he exhibited. Chief Fong presented a plaque to Dr. Isaacs on which was a quote from Vince Lombardi: "The quality of a person's life is in direct proportion to their commitment to excellence regardless of their chosen filed and profession."

Alex Tourk, Deputy Chief of Staff, Mayor's Office, recounted his personal experiences as a friend and neighbor of Dr. Isaacs, especially during a recent fire in his building. Mr. Tourk

praised Dr. Isaacs' publishing accomplishments and his dedication to public service. Mr. Tourk proclaimed, on behalf of the Mayor Gavin Newsom, June 8, 2006 as Marshal Isaac's Day in San Francisco.

Dr. Isaac's wished to say of few words; his speech is attached to the minutes.

*Commissioner Nakajo* apprised Dr. Isaacs of an email from former Commissioner Russell Roeca, who sent his warmest regards and best wishes, and commended him for being dedicated to the mission of the Department. For himself, Commissioner Nakajo believed that Dr. Isaacs had personified professionalism, sensitivity and commitment in his work. He recalled Dr. Isaacs' contribution to EMS during the merger and, later, the EMS Reconfiguration. Commissioner Nakajo expressed his appreciation of Dr. Isaacs's service to the community.

Commissioner Conroy praised Dr. Isaacs for being a great advocate for the Fire Department and the EMS mission.

#### **PUBLIC COMMENT**

*John Hanley*, President, San Francisco Firefighters Local 798, congratulated Dr. Isaacs on his new position and, speaking for the firefighters and paramedics of the Department, stated that it will be difficult to see him go. Mr. Hanley noted that Dr. Isaacs was greatly appreciated by the men and women of the Department since he always cared and saw to their well being, especially when they were injured and hospitalized.

Mr. Hanley was upset about the EMS reconfiguration and the uneven workload that has resulted in some units, specifically Medic 13 having 24 runs. He stated that the busiest area in the city, the Tenderloin, had only one ambulance assigned to it and that the workload has become unbearable in some units. He added that the union has appealed to the Department but so far no action has been forthcoming.

*Jim Connors*, wished to thank Dr. Isaacs in a public forum for all his work with line-of-duty deaths in the Police and Fire Departments, and with injured firefighters, Paramedics and Police Officers and their families. Mr. Connors, who spoke from personal experience when his mother had life-threatening injuries, can't thank Dr. Isaacs's enough for the personal courtesies he extended and the treatment he provided at San Francisco General Hospital.

Commissioner Conroy added his appreciation of Dr. Isaacs, noting that he was always there, 24/7, for the members of the Department who were injured and their families.

#### **3. PUBLIC COMMENT**

There was no public comment.

#### **4. APPROVAL OF THE MINUTES [Action]**

Regular Meeting of May 25, 2006, and Special Meeting of May 25, 2006 (4:00 p.m.).

There was no public comment.

Commissioner Lau moved and Commissioner Clarke seconded. There were no questions or discussion and the minutes were approved as presented by a vote of 5-0.  
(Commissioners Conroy, Nakajo, Clarke, Lau, Makras)



**5. COMMUNICATIONS RECEIVED BY COMMISSION [Discussion]**  
(May 3, 2006, through June 1, 2006)

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Report from Chief of Department Joanne Hayes-White on current issues, activities and events, including discussion of the current budget and FY 2006-07 budget, updates on Divisions within the Department, including Administration, Operations, EMS Reconfiguration, and Promotional Examination Process and Procedure.

Chief Hayes-White presented the report. She congratulated Commissioner Conroy, who was just acknowledged at the Triple I (Irish, Israeli, Italian) Luncheon for being a valued member of the community and for giving so much of his time to the community, particularly to the San Francisco Fire Department.

FY 2006-07 Budget – The Department is scheduled to appear before the Budget and Finance Committee of the Board of Supervisors on June 21<sup>st</sup> and June 28<sup>th</sup> to answer questions related to the FY 2006-07 budget submittal.

EMS Reconfiguration – The Department is planning on another Class of H3 Level 2 single-function Paramedics starting June 19<sup>th</sup>; this will be the Department's second class this year and training will be at the Treasure Island Training Facility.

Chief Hayes-White acknowledged that there has been some frustration but the Department is aware of them and the problems should disappear once the transition to dynamically deployed ambulances is completed. She said that the Department and the EMS Chief are carefully monitoring the statistics. Chief Howes calls in at 5:00 PM, 10: PM and 2: AM to obtain reports related to the dynamically deployed ambulances and their call volumes as well as those of 24-hour ambulances. The Department has also met with Local 798 and listened to valid arguments from them and modified certain plans. Chief Hayes-White pointed out that an adjustment of two hours already has been made in the work schedules of dynamically deployed ambulances. She reminded the Commission that one of the main reasons that the Department embarked on the Reconfiguration was to provide better clinical care for patients and relief the fatigue of paramedics, that is, provide better service to the public and retain employees who are not burned out.

Commissioner Conroy suggested that Commissioners may wish to ask questions at this point in the Chief's Report since the topic under discussion is so relevant.

Commissioner Nakajo understood that there was transition plan but it will take time and yet evaluations need to be made. He wished to know if there was a timeline for the evaluation, since there comes a point when a plan is no longer a transition plan but a final working plan or it is not working and needs to be replaced.

Pete Howes, Assistant Deputy Chief, EMS Chief, responded that the data is being constantly collected and analyzed. The measures that have been taken include starting the

shifts of the dynamically deployed units by two and three hours later. After further analysis, the crews in the "ring of fire", or the ring around the periphery of downtown, namely Medic 13, 38, 5, were still not getting enough relief. Chief Howes noted that he has 14 various options that could spell relief for these units.

Commissioner Nakajo wished to know if the new class starting June 19<sup>th</sup> will help. Chief Howes agreed and stated that in seven weeks, when these paramedics are in the field, their shifts will start later in the afternoon and throughout the night into the morning. This should alleviate the pressure and workload on the 24-hour crews.

Commissioner Conroy wished that discussion be continued on this topic and asked Deputy Chief Kochevar to present that part of his report which pertained to this topic.

Richard Kochevar, Deputy Chief, Operations, stated that the primary goal of the EMS Reconfiguration was to improve response times in overall coverage of the City. Historically, response time standards were not always met in Battalions 8, 9, and 10. He was pleased to announce that since the reconfiguration started, moving ambulances to different locations and dynamically deploying them, the Department has been able to achieve better response times in those areas. Chief Kochevar stated that dynamic deployment has allowed service coverage to be matched to call volume, which would mean theoretically that most ambulances should be concentrated in one area. In addition the closure of the downtown night units, Medics 1, 3, 8, 10, 28, 36, and 41 and their relocation to Stations 6, 9, 21, and 39 there has been basic response improvement and balancing of call volume.

Chief Howes reported that citywide Code 3 responses were improved: 5 minutes and 59 seconds, with the standard being 7 minutes for the first ALS unit. Code 2 calls were at 14 minutes and 1 second, with the standard being 20 minutes. The greatest improvement has been in the response time for the first paramedic-staffed ambulance transport. Last month it was 9 minutes and 23 seconds, with the standard being 10 minutes. This month the response time for first ambulance is 8 minutes and 43 seconds – 40 seconds faster. Chief Howes would like to attribute the better response times to the dynamic ambulances but since they have been taking both Code 2 and 3 calls for only two weeks, there is not enough data to perform a valid analysis.

Chief Howes noted that there have been some issues. (1) Vehicles – the fleet has been steadily improving with the help of the Bureau of Equipment (BOE) with two of the eight new ambulances arriving and being fitted out with radios and automatic vehicle locators. The new ambulances will be used by the new tier; (2) Dispatch – complication have arisen because of going from Station-based dispatch to units that are on the move. A phantom station is being created that would respond to 400 phantom boxes. The phantom station is to be located at 8<sup>th</sup> and Market Streets. Units are reporting to the area of 8<sup>th</sup> and Market and dispatches are being made manually rather than automatically in the computer; (3) Staffing – due to modification of schedules and due to many being new employees, there were slower times starting on runs. The Department is considering adding an additional Paramedic to the "ring of fire" units. This was a suggestion from the Paramedics, since it could relieve some pressure from being in the back of the ambulance providing care for the entire 24 hours.

In closing, Chief Howes stated that the aforementioned were some of the measures that have been either implemented or are being addressed, although some solutions would need a cost analysis. He has spoken with the new tier Paramedics and with Medics on 24-hour shifts, received many messages and has an open door policy. Chief Howes noted that he



fully understands what is occurring with fatigue and that both he and the Department are trying to devise a solution as fast as they can.

Commissioner Lau stated that he was a supporter of the EMS Reconfiguration but had been disturbed by the remarks by President Hanley. He pointed out that with Chief Howes and the Department are addressing the situation and making adjustments, and with a new class of H3 Level 2s starting shortly, the situation should improve fairly quickly. Since he was also concerned about the morale of the paramedics and firefighters, he asked if President Hanley could relay this message back to the membership. Commissioner Lau asked for President Hanley to respond. Mr. Hanley agreed to bring the message back but he also asked that the union be more involved and welcomed at the table, since they were willing to work on the issues with Chief Howes and the Department.

Chief Hayes-White added that she is aware of the issues surrounding the implementation of the program but she wanted to reassure the Commission of the Department's full commitment. There have been numerous meetings and discussions at all levels, in addition to her appointments of a mix of H2s and H3s as provisional lieutenants. She is cautiously optimistic that the current issues with the implementation can be resolved.

Commissioner Makras wished more information on the negotiated two hours of overtime, and for and with whom they were negotiated. Chief Hayes-White responded that the overtime hours were negotiated with Deputy Chief Massetani and requested that the new dynamically deployed Paramedics extend their shifts by two hours and take advantage of the overtime opportunity. Commissioner Makras wished to know how long the shift would be, and why the two hours were added at end of the shift. Chief Howes responded that the shifts would be increased from ten to twelve hours, and that the fatigue factor for units working the 24-hour shift becomes most critical in the hours of the morning between 1:00 and 8:00 AM. By extending the shift of the new dynamically deployed units, that additional time helps cover and decrease the workload for the 24-hour units.

Further discussion ensued, with Chief Howes and Chief Hayes-White responding to questions.

Chief Hayes-White continued her report.

Promotional Examinations – The California Supreme Court ruled in support of statistically valid groupings as a certification rule. The Department wishes to proceed swiftly and will be issuing a job announcement for the H30 Captain examination. The Department believes it has enough funding in the FY 2006-7 for the H30 Captain and the H40 Battalion Chief tests, and for the development of the H20 Lieutenant examination, which would be administered in FY 2007-08. Prior to giving the exam, the Department needs to appear before the Civil Service Commission for approval of the secondary criteria. The H30 Captain examination will be a 1000 point test, with rankings, and secondary criteria will be utilized by the appointing officer to make selections from the promotional list. Chief Hayes-White has used secondary criteria in making the provisional appointments over the past year. The secondary criteria to be used for the H30 appointments will consist of: (1) Fire Department experience, including length and variety of service; (2) education; (3) completion of State Fire Marshal courses or equivalent; and (4) disciplinary record. The Police Department recently presented their secondary criteria for the Q50 examination to the Civil Service Commission. The Department's secondary criteria is similar to the Police Department's with a few differences. She cited Civil Service Rule 313 and 313.4 which defined secondary criteria.

Discussion ensued with Commissioners asking questions and Chief Hayes-White and staff responding.

*Commissioner Conroy* wished to know what the Police Department's secondary criteria was and, furthermore, if the Department plans to use the same secondary criteria for all officer ranks. Chief Hayes-White responded that the following criteria was used for the Q50 Sergeant examination: assignments, training, education, special qualifications, commendations and awards, bilingual certification and disciplinary history. She did not know whether the Police Department used the same secondary criteria for all its ranks but the Fire Department plans to use the same previously stated secondary criteria for the anticipated H30, H30 and H20 examinations and appointments.

*Commissioner Nakajo* wished to know if secondary criteria is intended to assist the appointing officer to use her or his discretion in evaluating their candidate of choice. Chief Hayes-White responded that due to statistically valid grouping there would be a group of candidates to be evaluated, with the score in the test playing a major role. In addition, if there were ties, secondary criteria will be utilized to evaluate the candidates in the pool.

*Commissioner Nakajo* noted that the Police Department's secondary criteria included bilingual certification and special qualifications, which could include community service. He believed that these items in the secondary criteria provided a wider gamut of qualifications and had considerable merit.

*Commissioner Lau* compared the secondary criteria of the Police Department to that of the Fire Department and found it very similar. He assumed *Assignments* was equivalent to *Fire Department Experience* and that *Bilingual Certification* could fall under *Education* and the disciplinary portion was the same. He also assumed that due to this similarity with the Police Department the Civil Service Commission should approve the Fire Department's secondary criteria. Chief Hayes-White agreed and pointed out that the only difference was that the Fire Department did not have *Commendations and Awards* included in its secondary criteria. She explained that the history of the Department in this area was not consistent and she preferred not to have it included.

*Commissioner Clarke* noted that the Police Department had as one of its secondary criteria *disciplinary history*. She asked if the Fire Department had the same and, furthermore, how were various rule violations evaluated since some were more serious than others. Chief Hayes-White responded that the Fire Department used *disciplinary record* as part of its secondary criteria. The Local 798 current MOU states that Letters of Reprimand are kept in a member's file for two years and anything beyond that, such as a suspension, would be kept in a member's file for five years.

*Commissioner Makras* wished to know if a member has been appointed to a provisional rank, why it would not be considered in the secondary criteria. Chief Hayes-White responded that the Department holds the examination in high regard even though provisional assignments need to be made for consistency and to improve morale. She firmly believed that everyone must compete in the examination and that it is an even playing field for everyone entitled to take the examination.

*Commissioner Makras* wished to know if Chief Hayes-White is planning to distribute the secondary criteria in writing to the members. If so, he wished to know why the Chief did not distribute it to the Commission in writing, so that it could be reviewed before the meeting, and provide members of the public an opportunity to share their views in an open forum. Chief Hayes-White responded that the secondary criteria is part of the job announcement



and is provided in writing to all members or anyone else interested in reviewing the job announcement. Furthermore, she has been advised by the City Attorney that the matter of the secondary criteria is a matter that is presented by the Appointing Officer of the Department to the Civil Service Commission. It was in the spirit of working together that Chief Hayes-White wished to brief the Commission on the secondary criteria prior to presenting it to the Civil Service Commission.

Discussion ensued regarding secondary criteria and, also, whether secondary criteria should be agendized as an item for discussion at a Commission meeting. Commissioner Conroy wished to know if *leadership quality* could be considered as a part of secondary criteria.

Jesusa Bushong, Department Personnel Officer, responded that the Chief could include leadership qualities as one of the criteria. However, from a test expert standpoint, it is not quantifiable as the other criteria is, and it could be perceived as highly subjective. Even the definition of leadership could be the Chief's definition and could be different from the candidate's definition. Therefore, neither the City Attorney nor the Human Resources Department would recommend including it as a secondary criteria.

Commissioner Conroy also wished to know if secondary criteria was a new development in Civil Service as far as being used by the appointing officer. Miss Bushong responded that it is definitely new in public safety because both the Police and Fire Departments have a much broader certification rule compared to regular Civil Service examinations in other departments.

Commissioner Lau agreed that for the H30 Captain's examination the *Bilingual Certification* could be incorporated under *Education*. He suggested that for the lower ranks *Bilingual Certification* should be included as secondary criteria because of its importance in many critical situations.

Commissioner Makras wanted to know how Chief Hayes-White would apply the secondary criteria. Chief Hayes-White responded that a band or block of individuals would be considered qualified that had a score of 700 or better; the secondary criteria would be applied to them all. She would review the resume of everyone who was in the band, making notes and highlighting secondary criteria. Chief Hayes-White added that the process would be very similar to the one she used in making the provisional appointments.

#### PUBLIC COMMENT

John Hanley stated that Local 798 has requested that the Department offer a class for individuals who were not selected in the recent provisional appointments, when secondary criteria was used, in order to brush up in certain areas. Mr. Hanley also suggested that other courses besides the State Fire Marshal courses be recognized and, furthermore, that points be given for seniority for up to 15 years.

Chief Hayes-White suggested that the rest of Deputy Chief Kochevar's report be submitted in writing due to the lateness of the hour.

## PERSONNEL REPORTS

### a. Physician's Report

Submitting biweekly report of Fire Department Physician concerning disability injuries, May 6 through May 19, 2006.

### b. Suspension

Reporting the following suspension:

No./Rank of Members	Unit	Days Suspended	Dates	Violation of
1 H2 Firefighter	Medic	2	06-12-06	Sec. 3915 (Proper Behavior)
	38		thru	Sec. 3919 (Unacceptable
			06-13-06	Language
				Sec. 3922 (Acts Detrimental
				to Welfare of Department)

### c. Leaves

Reporting leave of absence with pay for A/Lt. Seth Rubenstein, for five days, June 12 through June 16, 2006, in order to attend the *Enhanced Unified Command and Incident Management* course offered by the Office of Domestic Preparedness at the National Emergency Response and Rescue Training Center, College Station, Texas. The Office of Domestic Preparedness will pay for transportation, lodging, course materials and all related expenses. A/Lieutenant Rubenstein will not be replaced.

Reporting leave of absence with pay for Captain James Lee, for four days, May 15 through May 18, 2006, in order to travel to Hutchinson, Kansas, for final inspection on eight custom built ambulances. All expenses were paid by Wheeled Coach Company. Captain Lee was not replaced.

President Conroy directed that the report be accepted and incorporated in the minutes of today's meeting.

## 7. DETAILED REPORT OF FIRE DEPARTMENT'S RESPONSE TO MAJOR INCIDENTS [Discussion]

The presentation was re-scheduled to the Special Meeting on July 27, 2006, 5:00 p.m.

## 8. ADJOURNMENT

President Conroy adjourned the meeting in memory of former Chief of Department Andy Casper and retired Paramedic Tom Gavin.

There being no further business to come before the Commission, the meeting was adjourned at 9:15 p.m.

Tania Bauer  
Secretary

**SFFD EMS Medical Director's**  
**Remarks to the San Francisco Fire Commission**

S. Marshal Isaacs, MD, FACEP

June 8, 2006

President Conroy, Vice-President Nakajo, Commissioners and Chief Hayes-White:

I am profoundly honored that you have chosen to recognize my 12 years of service at the Commission meeting this evening.

I would be remiss if I did not take a few minutes to recognize and thank a number of individuals who have helped me to perform the Medical Director's functions over the years.

I must start with Chiefs Medina and Olson who hired me almost exactly 12 years ago as they embarked upon a chosen path to improve the EMS service provided by the Department to the San Francisco Community. Since then, I have had the pleasure of serving under Chief Robert Demmons, Chief Paul Tabacco, Chief Mario Trevino and of course, Chief Joanne Hayes-White.

I want to thank Mayor Newsom and particularly his Chief of Staff Steve Kawa and his Deputy Chief of Staff Alex Tourk, as well as Ms. Aimee Albertson for their guidance and support over the years.

Thanks to the Board of Supervisors, but in particular, Supervisor Tom Ammiano and my friend and mentor, Supervisor Bevan Dufty.

I want to thank Director of Health Dr. Mitch Katz, Deputy Director of Health Ms. Anne Kronenberg and the Health Commission for their guidance and support over the years.

Thanks to Dr. John Brown and his staff at the San Francisco EMS Agency for their leadership and support over the years.

Thanks to SFGH ER Chief Dr. Alan Gelb and all of the faculty, nurses and staff at UCSF/SFGH/Trauma Center as well as staff of our other fine SF receiving hospital emergency departments and the San Francisco Emergency Physicians' Association.



I could not leave without recognizing the contributions of former and current members of the SFFD EMS Command staff. It is THESE individuals whose work was critical to the success of the merger and the current operation, and without whom I could not have done my job. Particularly, former EMS Chief Richard Shortall, and EMS Operations Chief Russ McCallion. I also want to recognize Ehrhardt Groothoff, Jane Smith, Art Hseih and current SFFD Homeland Security Division Chief Bob Navarro.

We have a stellar Training Division led by Chief Siragusa and I want the Commission to know that under his and EMS Training Chief Phil Harvey's leadership, and because of the hard work of a number of training captains, our new paramedics are serving admirably and bringing honor to the Training Division, to EMS and to the Department as a whole.

I leave the SFFD EMS Division with a tremendous team in place, including Captains Zanolff, Andersen and Drabble, Paramedic Rhab Boughn, Ms. Marcie Chapman and the great leadership of EMS Operations Chief Jim Fazackerly and EMS Chief Pete Howes. I know you will continue work hard to improve the delivery of EMS for the benefit of our patients, our members and the community.

I would also like to recognize the invaluable assistance we receive from our partner agencies, such as MUNI, the Sheriff's Department, DPW and particularly, Chief Heather Fong and the men and women of the San Francisco Police Department.

And of course, my deepest gratitude goes to Chief Hayes-White's command staff, particularly Deputy Chiefs Kochevar and Massetani, as well as Kelly, Gini, Christine, and Christina from the Chief's Office.

And thank you to this Commission, to Commission Secretary Ms. Tania Bauer and to two former Commissioners, Russ Roeca and Pat Norman whose guidance and support during the early phase of the merger were critical to its success. The continued support of this Commission for the EMS mission is essential. Thank you, Commissioners, for the work you do each and every day to ensure that the delivery of rapid high quality out-of-hospital emergency care by the members of this department is valued and supported.



I save my last and greatest thanks for the men and women of this department, be they serving as field chiefs, officers, paramedic captains, members of "Radio", and of course to our fantastic paramedics, EMT's and firefighters. You provide a great service to this City, and it has been the single greatest honor of my life that you have allowed me to wear this uniform and serve along with you.

Finally, to one of my best friends in the world, and my Chief, Joanne Hayes-White, thank you. I am certain that your friendship, counsel and leadership shall continue to inspire me during this next chapter of my career.

As you know Chief, the mark of an excellent EMS system is not perfection....rather, it is an organization's ability and willingness to continually and critically evaluate the service it provides to the community. When an excellent system determines that it can enhance its service, and takes concrete steps to operationalize those enhancements, the public is well served.

I leave you with a quote from 19<sup>th</sup> Century Indian writer, poet and philosopher, Rabindranath Tagore, whose wise words perfectly state what I am feeling:

Tagore said:

I slept and dreamt life was a joy.  
I awoke and found life was a service.  
I acted, and behold, service was a joy.

I wish the Commission, the Chief and the men and women of the San Francisco Fire Department the best of luck, health and happiness in your future endeavors.

Respectfully submitted,

S. Marshal Isaacs, MD, FACEP





## FIRE COMMISSION SPECIAL HEARING

Thursday, June 22, 2006 – 4:30 PM

698 Second Street, Room 221, San Francisco, CA 94107

## AGENDA

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Item  
No

JUN 19 2006

## 1. ROLL CALL

President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	George Lau
Commissioner	Victor Makras

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2. CHIEF OF DEPARTMENT'S REQUEST TO REMAND FORMAL CHARGES  
AGAINST FIREFIGHTER KEITH BARAKA, DATED 3/9/04 [DISCUSSION AND  
POSSIBLE ACTION ITEM] (Continued from 5/25/06)

This portion of the meeting may be held in closed session under California Government Code section 54957(b) and San Francisco Administrative Code section 67.10(b). If so,

- a. Public comment on all matters pertaining to closed session
- b. Vote on whether to hold closed session [ACTION ITEM]
- c. CLOSED SESSION
  1. Discussion on request to remand charges
  2. Deliberations and possible vote on whether to remand charges [ACTION ITEM]
- d. RECONVENE IN OPEN SESSION
  1. Report on action taken in closed session as specified in California Government Code section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4).
  2. Vote to elect whether to disclose any or all discussions held in closed session under San Francisco Administrative Code Section 67.12(a) [ACTION ITEM].

## 3. ADJOURNMENT

ORIGINAL ARTICLES

THE EFFECT OF VITAMIN C ON THE  
HEALTH OF MAN

W. H. HENNING, M.D., and  
J. H. HENNING, M.D.

From the Department of Medicine,  
University of Chicago, Chicago, Ill.

Received for publication, February 1, 1933.

Revised manuscript received, March 1, 1933.

Read at the meeting of the American Medical Association,  
Chicago, Ill., October 1, 1932.

Reprinted from the Journal of the American Medical Association,  
May 11, 1933, Vol. 101, No. 19, pp. 1411-1416.

Copyright, 1933, by the American Medical Association,  
535 North Dearborn Street, Chicago, Ill.

Published by the American Medical Association,  
535 North Dearborn Street, Chicago, Ill.

Printed in the United States of America.

Second-class postage paid at Chicago, Ill., and at  
additional mailing offices.

Postmaster: This journal is published weekly, except  
during the summer months, when it is published  
bi-weekly.

Subscription price, \$5.00 per annum in advance.  
Single copies, 15 cents.

Entered as second-class matter, May 11, 1933,  
under post office number 101, at Chicago, Ill.,  
post office of general delivery.

Acceptance for mailing at special rate of postage  
provided for in Section 1103, Act of October 3,  
1917, authorized on March 1, 1933.

Postage paid at Chicago, Ill., and at additional  
mailing offices.

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City and County of San Francisco

## Fire Commission

June 22, 2006 (Special Meeting 4:30 PM)

minutes of the Fire Commission Special Hearing

Thursday, June 22, 2006– 4:30 PM

698 Second Street, Room 221, San Francisco, CA 94107

Item  
No

**1. On ROLL CALL, the following were present:**

President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	George Lau
Commissioner	Victor Makras

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Commissioner Clem Clarke was excused.

**Appearances**

For the San Francisco Fire Department

Gina Rocanova, Deputy City Attorney

Richard Kochevar, Deputy Chief Operations

Also Present

Marie Blits, Deputy City Attorney, Counsel to the Commission

Tania Bauer, Commission Secretary

**2. CHIEF OF DEPARTMENT'S REQUEST TO REMAND FORMAL CHARGES AGAINST FIREFIGHTER KEITH BARAKA, DATED 3/9/04 [DISCUSSION AND POSSIBLE ACTION ITEM]**

This portion of the meeting may be held in closed session under California Government Code section 54957(b) and San Francisco Administrative Code section 67.10(b). If so,

**a. Public comment on all matters pertaining to closed session**

There was no public comment.

**b. Vote on whether to hold closed session [ACTION ITEM]**

Commissioner George Nakajo moved for a closed session and Commissioner Lau seconded. The motion was unanimously approved.

**c. CLOSED SESSION**

The Commission went into closed session at 4:35 PM.

**d. RECONVENE IN OPEN SESSION**

The Commission reconvened in open session at 5:50 PM.

**1. Report on any action taken in Closed Session as specified in California government Code Section 54957.1(a)(5) and San Francisco Administrative Code Section 67.12(b)(4)**

Commissioner Conroy announced that the Commission by a vote of 3 to 1 (Ayes: Conroy, Nakajo, Lau; Nay: Makras) approved the Chief of Department's request to remand the matter back to her for her consideration of the appropriate discipline.

**2. Vote elect whether to disclose any or all discussions held in Closed Session, as specified in San Francisco Administrative Code 67.12(a)**

Commissioner Nakajo moved and Commissioner Lau seconded not to disclose any discussions held in closed Session.

**3. ADJOURNMENT**

The meeting was adjourned at 6:00 PM

Tania Bauer  
Commission Secretary

**FIRE COMMISSION**  
City and County of San Francisco  
Gavin Newsom, Mayor



Paul A. Conroy, *President*  
Stephen A. Nakajo, *Vice President*  
Clementine Clarke, *Commissioner*  
George Lau, *Commissioner*  
Victor Makras, *Commissioner*

698 Second Street  
San Francisco, CA 94107  
Telephone 415.558.3451  
Fax 415.558.3413  
Tania Bauer, *Secretary*  
No. 06-20

**FIRE COMMISSION REGULAR MEETING**  
Thursday – June 22, 2006 – 6:00 p.m.  
698 Second Street, Room 102, San Francisco, CA 94107

**AGENDA**

Item No.

**1. ROLL CALL**

President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	George Lau
Commissioner	Victor Makras
Chief of Department	Joanne Hayes-White

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**2. RETIREMENT CERTIFICATE [Discussion]**

Reporting Award of Honorable Service to the following member:

Assistant Deputy Chief Paul H. Chin	Type of Retirement Service	Years of Service 32	Retirement Date Apr. 22, 2006
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**3. PUBLIC COMMENT**

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. Commissioners are not to enter into debate or discussion with a speaker. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

**4. APPROVAL OF THE MINUTES [Action]**

Regular Meeting of June 8, 2006.

Action to be taken: Approval of the minutes



**San Francisco Fire Commission**  
**NOTICE OF COMMISSION PROCEDURES**

**Commission Office**

The San Francisco Fire Commission Office is located at 698 Second Street, Room 220, San Francisco, CA 94107. The telephone number is (415) 558-3451; the fax number is (415) 558-3413. The web address is [www.sfgov.org/fire\\_comm/](http://www.sfgov.org/fire_comm/). Office hours are from 8:30 a.m. to 5:00 p.m. Monday through Friday.

**Documents for Public Inspection**

Documents referred to in the agenda, if more than one page in length, are available for public inspection and copying at the Commission Office.

**Information on Disability Access**

The Fire Commission regularly meets at Fire Department Headquarters, Room 102, 698 Second Street on the 2<sup>nd</sup> and 4<sup>th</sup> Thursday of the month.

The Fire Commission meeting room is wheelchair accessible. The closest accessible MUNI lines serving this location: 15 Third, 42 Downtown Loop, and N Judah (Second and King). Additional lines serving this location are the 30 Stockton and 45 Union. For more information about MUNI accessible services, call (415) 923-6142.

The following services are available on request 48 hours prior to the meeting: (1) American Sign Language interpreters; (2) use of readers, (3) sound enhancement system, and (4) alternative formats of the agenda and minutes. Please contact the Secretary, Fire Commission, at (415) 558-3451 to make arrangements. Late requests will be honored, if possible.

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*(Chapter 67 of the San Francisco Administrative Code)*

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance, or to report a violation of the ordinance, or to obtain a free copy of the Sunshine Ordinance, contact Donna Hall, Administrator of the Sunshine Ordinance Task Force, 1 Dr. Canton B. Goodlett Place, Room 409, San Francisco, CA 94 102-4683 at (415) 554-7724, by fax: (415) 554-7854, by e-mail: [Donna.Hall@sfgov.org](mailto:Donna.Hall@sfgov.org) or on the City's website at [www.sfgov.org/bdsupvrs/sunshine](http://www.sfgov.org/bdsupvrs/sunshine).

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Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist (SF Campaign & Governmental Conduct Code § 2.100) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the San Francisco Ethics Commission at 30 Van Ness Ave., Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and web site <http://www.sfgov.org/ethics/>.



## 5. COMMUNICATIONS RECEIVED BY COMMISSION [Discussion]

(June 2, 2006, through June 14, 2006)

### COMMUNICATIONS ADDRESSED DIRECTLY TO THE COMMISSION

1. From Andre Moore, South East Pollution Control, PUC, thanking the instructors for the resourceful NERT training received by his division and indicating everyone's appreciation for the time given by the instructors. Copy: Commissioners, Chief of Department and Deputy Chief, Administration.
2. From Richard Brandi, requesting a response to his previous questions regarding implementation of recommendations from the 1989 earthquake, specifically those related to water supply (2<sup>nd</sup> request). Copy: Commissioners, Chief of Department and Deputy Chief, Operations.
3. From Katherine Albrecht, acknowledging the NERT program and considering the training to be critical when another event such as the Great Quake will occur again. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

### COMMENDATIONS AND LETTERS OF RECOGNITION

1. From David Swearingen, Vice President, Corporate Communications, Johnson & Johnson, wishing the Fire Department continued success and thanking it for the special opportunity to provide education through the NERT program, especially, since Johnson & Johnson philanthropic tradition began in San Francisco in 1906. Copy: Commissioners.
2. From Jan Yuen, Preschool Teacher, thanking the members of Station 32 – Firefighters Kyono, Magee, Geiseker and McCarthy – for their kindness and patience with the preschoolers during a field trip to Station 32. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.
3. From Jessica Marshall, Prevention Manager, thanking the Department for supporting prevention efforts, especially the San Francisco Firefighters in Safety Education Program, and for inviting the Alisa Ann Ruch Burn Foundation to participate in the Earthquake Expo with an educational display. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.
4. From Maureen Nelson, 6<sup>th</sup> Grade Teacher, St. Vincent's Elementary School, thanking Mr. Sullivan, a San Francisco Firefighter, for helping her in an emergency when her finger was stuck in the lock of her trunk lid and no one was around. Commissioners, Chief of Department and Deputy Chief, Operations.
5. From Raymond Bobbitt, Head of Operations, City Nights, thanking the Fire Department and Police Department for their support in the safety orientation training conducted for his entire staff from four facilities and their willingness to help was refreshing confirmation that these public agencies support his business and are concerned about the public safety of his customers and employees. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.
6. From Constance Hiatt, Partner, Hanson Bridgett, thanking the Department for providing Battalion Chiefs (Battalion 10) and crews (Stations 37 and 43) to speak at the Enola Maxwell Middle School Honor roll lunches. The students were thrilled to see and hear from the firefighters and to see the engines. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

## 6. LEAVE OF ABSENCE [Action]

Submitting request for leave of absence with pay from Chief of Department Joanne Hayes-White, for three days, June 26 through June 28, 2006, in order to attend Third National Conference on Strengthening the Public Safety Response to Terrorism and Other Hazards Conference sponsored by the International Association of Fire Chiefs and the U.S. Department of Homeland Security's Science and Technology Directorate, to be held in Lansdowne, Virginia. Transportation, meals and lodging will be paid by the sponsoring parties. There is no cost to the Fire Department.

*Action to be taken: Approval of leave of absence*

## 7. CHIEF OF DEPARTMENT'S REPORT [Discussion]

### REPORT FROM CHIEF OF DEPARTMENT

Report from Chief of Department Joanne Hayes-White on current issues, including discussion of the current budget and FY 2006-07 budget, updates on Divisions within the Department, including Operations, EMS and EMS Reconfiguration and PG&E.

### REPORT FROM ADMINISTRATION

Report from Gary P. Massetani, Deputy Chief, Administration, with continuing discussion of the implementation of the Proposition F Ordinance, the current budget and FY 2006-07 budget, and updates on Administrative Divisions.

### PERSONNEL REPORTS

#### a. Division of Training

Submitting monthly report from Division of Training concerning activities performed during May 2006.

#### b. Physician's Report

Submitting biweekly report of Fire Department Physician concerning disability injuries, May 20 through June 2, 2006.

#### c. Appointments

Reporting the following PERMANENT EXEMPT appointment effective *MAY 20, 2006*:

*H51 Assistant Deputy Chief II*

Barbara A. Schultheis (vice: Paul Chin, retired)

Reporting the following PERMANENT EXEMPT appointment effective *JUNE 3, 2006*:

*1649 Accountant Intern*

Yan Fen Liu (vice: tx'd from 1652 Felino Lomboy, retired)

Reporting the following PERMANENT EXEMPT appointment effective *JUNE 3, 2006*:

*1237 Training Coordinator*

Melyssa Jo Kelly (vice: ASO Authorized)

d. Suspensions

Reporting the following suspensions:

<i>No./Rank of Members</i>	<i>Unit</i>	<i>Days Suspended</i>	<i>Dates</i>	<i>Violation of</i>
1 Acting H40 Batt. Chief	Batt. 9	2	03-18-06 thru 03-19-06	Sec. 3926 (Tardiness & Failure to Report)
1 H3 FF/PM	Medic 14	2	07-08-06 thru 07-09-06	Sec. 3922 (Acts Detrimental to Welfare of Department) Sec. 3935 (False Reports & False Testimony) GO 04 A-07 (Implementation of New Patient Care Report)

e. Leaves

Reporting leaves of absence with pay for the time period from September 2005 through November 2006 for the following:

<i>No. of Members</i>	<i>Rank</i>	<i>Total amount of leave (days)</i>
19	H2 Firefighter	570
7	H3 Firefighter/Paramedic	254
1	H4 Fire Inspector	48
6	H20 Lieutenant	213
1	H30 Captain	12
1	H50 Assistant Chief	36
Total Number of Days with Pay		1133

Reporting intermittent leaves with pay for the time period from March 2006 through September 2007 for the following:

<i>No. of Members</i>	<i>Rank</i>	<i>Dates of leave</i>
1	H2 Firefighter	Apr 6, 2006 – Apr 5, 2007
1	H2 Firefighter	June 22, 2006– Apr 20, 2007
1	H2 Firefighter	July 25, 2006– July 24, 2007
1	H2 Firefighter	May 14, 2006 – Oct 16, 2006
1	H2 Firefighter	June 19,2006–June 19,2007
1	H2 Firefighter	May 5, 2006 – May 4, 2007
1	H2 Firefighter	Mar 28, 2006–June 24, 2006
1	H2 Firefighter	June12,2006–June 12, 2007
1	H2 Firefighter	June18,2006–June 17, 2007
1	H2 Firefighter	Aug 1, 2006 – July 6, 2007
1	H2 Firefighter	May 24, 2006–Sept 14, 2007
1	H2 Firefighter	May 27, 2006–May 27, 2007
1	H2 Firefighter	Aug 8, 2006 – Aug 8, 2007
1	H2 Firefighter	Aug 30, 2006– Aug 29, 2007
1	H3 Firefighter/Paramedic	Apr 13, 2006 – May 12, 2006
1	H3 Firefighter/Paramedic	Sept 24, 2006–June 30,2007
1	H3 Firefighter/Paramedic	June 1, 2006 – June 1, 2007
1	H3 Firefighter/Paramedic	Aug 30, 2006 – June 6, 2007
1	H3 Firefighter/Paramedic	Nov 30, 2006– Aug 29, 2007



1	H4 Fire Inspector	June 30,2006-June 30, 2007
1	H6 Fire Investigator	June 1,2006 – May 31, 2007
1	H20 Lieutenant	Apr 15, 2006 – Dec 31, 2006
1	H20 Lieutenant	June 19, 2006–June 18, 2006
1	H4 Fire Inspector	May 19, 2006–May 19, 2007
1	H20 Lieutenant	Sept 7, 2006 – June 11,2007
1	H20 Lieutenant	May 25, 2006– May 24, 2007
1	H30 Captain	May 9, 2006 – May 8, 2007
1	H30 Captain	Apr 29, 2006 – Apr 29, 2007

Reporting leaves of absence without pay for the time period from July 2005 through October 2006 for the following:

<i>No. of Members</i>	<i>Rank</i>	<i>Total amount of leave (days)</i>
8	H2 Firefighter	902
4	H3 Firefighter/Paramedic	176
	Total number of Days w/o Pay	1078

## ACCIDENT REPORTS

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	<i>Accident No.</i>	<i>Accident Date</i>	<i>Serial No.</i>	<i>Category</i>	<i>Recommendation</i>
Medic 1	05-6-169	4/12/2006	749	B	Bill
Cause:	Struck by vehicle - While responding with red lights and siren and turning right, Medic 1 was struck by a civilian vehicle that failed to remain stopped while the ambulance was passing				
Engine 11	05-6-170	4/15/2006	545	B	Bill
Cause:	Struck by vehicle - While parked in a Safeway parking lot, Eng 11 was struck by a Safeway truck				
Engine 2	05-6-171	4/17/2006	529	C	File
Cause:	Misjudged clearance - While responding to an incident, Eng 2 struck a civilian vehicle that had pulled over				
Engine 7	05-6-172	4/22/2006	552	A	File
Cause:	While backing into Station 7, Eng 7 struck a bollard				
Medic 1	05-6-173	4/22/2006	749	B	Bill
Cause:	Struck by vehicle - While driving south on New Montgomery, Medic 1 was struck by another vehicle that swerved into Medic 1's lane				



Medic 29	05-6-174	4/27/2006	742	A	File
Cause:	Driving skill deficiency - While travelling south on Hyde Street, Medic 29 struck and broke the mirrors of two vehicles				
Engine 34	05-6-175	4/30/2006	534	A	File
Cause:	Misjudged clearance - While turning right, Eng 34 struck a parked civilian vehicle				
AWSS	05-6-176	5/1/2006	930	A	File
Cause:	Driver inattention - While attempting to back up, AWSS vehicle struck a parked civilian vehicle				
Engine 8	05-6-177	5/5/2006	512	A	File
Cause:	Misjudged clearance - While positioning on a narrow street, Eng 8 backed into a parked civilian vehicle				
Medic 10	05-6-178	5/5/2006	736	C	File
Cause:	Lack of defensive driving techniques - While responding with red lights and siren against oncoming traffic, Medic 10 was struck by a civilian vehicle making a left turn				
Engine 18	05-6-179	5/6/2006	595	A	File
Cause:	Driving skill deficiency - While moving forward to position at curb, Eng 18 struck a parked civilian vehicle with left side of apparatus				
Engine 24	05-6-180	5/10/2006	597	A	File
Cause:	Misjudged clearance - While responding on a narrow divided roadway, Eng 24 struck and broke the mirror of a parked civilian vehicle				

*Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.*

*Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.*

*Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.*

**8. SFFD HISTORICAL SOCIETY [Discussion]**

Presentation by SFFD Historical Society and discussion regarding recent activities and events, operation of SFFD Fire Museum, restoration/rehabilitation of historic apparatus, and inventory and accounting as provided by Fire Commission Resolution 05-9, including report on Willmann Trust expenditures on historic apparatus.

Paul Barry, President, SFFD Historical Society

**9. ADJOURNMENT**

**FIRE COMMISSION**  
City and County of San Francisco  
Gavin Newsom, Mayor



Paul A. Conroy, *President*  
Stephen A. Nakajo, *Vice President*  
Clementine Clarke, *Commissioner*  
George Lau, *Commissioner*  
Victor Makras, *Commissioner*

698 Second Street  
San Francisco, CA 94107  
Telephone 415.558.3451  
Fax 415.558.3413  
Tania Bauer, *Secretary*

No. 06-20

*Amended 7/23/06 (Amended portion in Italics)*

**MINUTES OF THE FIRE COMMISSION**

**Regular Meeting – Thursday – June 22, 2006 – 6:00 p.m.**  
698 Second Street, Room 102, San Francisco, CA 94107

The meeting was called to order by President Conroy at 6:05 p.m.

*Item No.*

1. **ON ROLL CALL**, the following were noted present:

President Paul A. Conroy  
Vice President Stephen A. Nakajo  
Commissioner Clem Clarke  
Commissioner George Lau  
Commissioner Victor Makras

Joanne M. Hayes-White  
Richard E. Kochevar  
Gary P. Massetani

Chief of Department  
Deputy Chief, Operations  
Deputy Chief, Administration

Assistant Deputy Chiefs – Staff:

Patrick J. Casserly  
Peter Howes  
Thomas A. Siragusa

Division of Airports  
Division of Emergency Medical Services  
Division of Training

Chief Officers – Firefighting Services:

Arthur W. Kenney  
Aaron C. Stevenson

Division 2  
Division 3

EMS Officers:

James M. Fazackerley

Section Chief, Operations

2. **RETIREMENT CERTIFICATE** *[Discussion]*

Reporting Award of Honorable Service to the following member:

	<i>Type of Retirement</i>	<i>Years of Service</i>	<i>Retirement Date</i>
Assistant Deputy Chief Paul H. Chin	Service	32	Apr. 22, 2006

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Joanne Hayes-White, Chief of Department, congratulated retired member Assistant Deputy Chief, and Fire Marshal Paul Chin, and presented him the Retirement Certificate. She recalled the highlights of his career, his assignments over the years, and his special contributions to the Department and to the community.

Assistant Deputy Chief Chin thanked Chief Hayes-White and related how quickly 32 years had gone by. He stated that he will miss the people he has worked with and hoped that he left some mark of his 32 years with the Department.

There was no public comment.

Commissioner Nakajo wished Chief Chin well in his retirement. Commissioner Conroy wished Chief Chin an enjoyable retirement and noted that Chief Chin had had a fine and long career with the Department and that he will miss his friendliness, his great sense of humor and his work with the community.

### **3. PUBLIC COMMENT**

There was no public comment.

### **4. APPROVAL OF THE MINUTES [Action]**

Regular Meeting of June 8, 2006.

There was no public comment.

Commissioner Lau moved and Commissioner Nakajo seconded. There were no questions or discussion and the minutes were approved as presented by a vote of 5-0.  
(Commissioners Conroy, Nakajo, Clarke, Lau, Makras)

### **5. COMMUNICATIONS RECEIVED BY COMMISSION [Discussion]** (June 2, 2006, through June 14, 2006)

#### **COMMUNICATIONS ADDRESSED DIRECTLY TO THE COMMISSION**

1. From Andre Moore, South East Pollution Control, PUC, thanking the instructors for the resourceful NERT training received by his division and indicating everyone's appreciation for the time given by the instructors. Copy: Commissioners, Chief of Department and Deputy Chief, Administration.
2. From Richard Brandi, requesting a response to his previous questions regarding implementation of recommendations from the 1989 earthquake, specifically those related to water supply (2<sup>nd</sup> request). Copy: Commissioners, Chief of Department and Deputy Chief, Operations.
3. From Katherine Albrecht, acknowledging the NERT program and considering the training to be critical when another event such as the Great Quake will occur again. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

#### **COMMENDATIONS AND LETTERS OF RECOGNITION**

1. From David Swearingen, Vice President, Corporate Communications, Johnson & Johnson, wishing the Fire Department continued success and thanking it for the special

opportunity to provide education through the NERT program, especially, since Johnson & Johnson philanthropic tradition began in San Francisco in 1906. Copy: Commissioners.

2. From Jan Yuen, Preschool Teacher, thanking the members of Station 32 – Firefighters Kyono, Magee, Geiseker and McCarthy – for their kindness and patience with the preschoolers during a field trip to Station 32. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.
3. From Jessica Marshall, Prevention Manager, thanking the Department for supporting prevention efforts, especially the San Francisco Firefighters in Safety Education Program, and for inviting the Alisa Ann Ruch Burn Foundation to participate in the Earthquake Expo with an educational display. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.
4. From Maureen Nelson, 6<sup>th</sup> Grade Teacher, St. Vincent's Elementary School, thanking Mr. Sullivan, a San Francisco Firefighter, for helping her in an emergency when her finger was stuck in the lock of her trunk lid and no one was around. Commissioners, Chief of Department and Deputy Chief, Operations.
5. From Raymond Bobbitt, Head of Operations, City Nights, thanking the Fire Department and Police Department for their support in the safety orientation training conducted for his entire staff from four facilities and their willingness to help was refreshing confirmation that these public agencies support his business and are concerned about the public safety of his customers and employees. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.
6. From Constance Hiatt, Partner, Hanson Bridgett, thanking the Department for providing Battalion Chiefs (Battalion 10) and crews (Stations 37 and 43) to speak at the Enola Maxwell Middle School Honor roll lunches. The students were thrilled to see and hear from the firefighters and to see the engines. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

There was no public comment.

Commissioner Conroy referred to a previous letter from Richard Brandi, a neighborhood historian in the western part of San Francisco, who had asked if certain recommendations following the 1989 quake and fire were followed, and asked the Department to respond to Mr. Brandi's request.

#### **6. LEAVE OF ABSENCE [Action]**

Submitted request for leave of absence with pay from Chief of Department Joanne Hayes-White, for three days, June 26 through June 28, 2006, in order to attend Third National Conference on Strengthening the Public Safety Response to Terrorism and Other Hazards Conference sponsored by the International Association of Fire Chiefs and the U.S. Department of Homeland Security's Science and Technology Directorate, to be held in Lansdowne, Virginia. Transportation, meals and lodging will be paid by the sponsoring parties. There is no cost to the Fire Department.

There was no public comment.

Commissioner Makras moved and Commissioner Clarke seconded. There were no questions or discussion and the leave of absence was approved by a vote of 5-0.  
(Commissioners Conroy, Nakajo, Clarke, Lau, Makras)



## 7. CHIEF OF DEPARTMENT'S REPORT [Discussion]

### REPORT FROM CHIEF OF DEPARTMENT

Report from Chief of Department Joanne Hayes-White on current issues, including discussion of the current budget and FY 2006-07 budget, updates on Divisions within the Department, including Operations, EMS and EMS Reconfiguration and PG&E.

Joanne Hayes-White, Chief of Department, provided the report.

FY 2006-07 Budget - The Department presented before the Budget Committee, chaired by Supervisor Daly, on July 21<sup>st</sup>. The presentation went well due to the Supervisors being well prepared, with documents provided by the Department prior, and a productive discussion took place. The Department will have one final appearance before the Budget Committee on June 28<sup>th</sup>. The Department has also worked very closely with the Budget Analyst. The Budget Analyst has requested that the Department cut \$1.7 million from its budget.

Chief Hayes-White pointed out that Julia Dawson, Chief Financial Officer, had performed an analysis to determine whether additional FTEs (Full Time Equivalent) should be hired or overtime used to cover open positions. Ms. Dawson, in her analysis, recommended that overtime be used. Both Ms. Dawson and Chief Massetani will cover this item and the FY 2007-06 budget in more detail later in the meeting.

Secondary Criteria - The Civil Service Commission unanimously approved the secondary criteria presented by the Department for the H30 Captain examination. There was a slight change to the second component - education. It became "training and education" and such items as military service and apprenticeships in plumbing, electrical and construction would be considered. The other three components remained the same. Now that the Civil Service Commission has approved the secondary criteria, the Department can prepare the job announcement, have it reviewed by the bargaining unit (Local 798) for 15 days, as required by the MOU, and post the job announcement, hopefully, by mid-July.

H3 Level 2 Paramedics - The Department has hired 24 more single-function paramedics who have started on June 19<sup>th</sup> in the academy. Members of this class have a very impressive number of years of combined EMS experience. They are proud and honored to be accepted by the San Francisco Fire Department. Graduation is scheduled for August 4, 2006.

EMS Division - The EMS Division and Operations staff have closely monitored the workload and call volume of the downtown 24-hour ambulances and the dynamically deployed ambulances. Adjustments to schedules and communication with members have helped to resolve some of the issues.

Pride Parade - The Department will be participating this year again in the parade, and has been assigned number 143; they will be starting at 12:00 noon.

PG&E - Over the past two years, PG&E had two incidents which received considerable media attention, one being a power outage during the holiday season and the other a fire in a substation. The Department had requested meetings with PG&E related to safety and access to their facilities. At that time, PG&E was not very responsive but now when safety issues are concerned, the Department is included in these meetings. The Department has asked PG&E to develop a fire plan for each station and facility and walkthroughs have been completed of all substations. In addition, the Department has requested that people knowledgeable of the facility escort fire department personnel to the emergency site and stay to assist. Battalion Chief David

Franklin, lead person representing the Department, believes that the Department's relationship with PG&E has improved significantly.

Discussion ensued with Commissioners asking questions and Chief Hayes-White and staff responding.

*Commissioner Makras* stated that many of his questions regarding PG&E had been answered but he still wished to know why the facility that PG&E is currently building is not subject to the City's approval through sign-offs of their plans by the Department of Building Inspection and the Fire Marshal. He believed that PG&E should be obligated to use the same process that everyone else must use.

*Commissioner Makras* was pleased to see that on the secondary criteria, under the component for education, training was adding, especially military service. He did not understand why points were being given for apprenticeships having been served in plumbing and electrical, and not in construction and contracting backgrounds. Chief Hayes-White responded that it was determined that these areas were job related because it was found to be helpful in the field to have members that understand wiring and electrical issues when approaching a fire, as well as those from the construction trades who could easily relate to wood-framed buildings such as those in San Francisco.

*Commissioner Conroy* wished to know about the issues previously discussed that related to the EMS reconfiguration and the medic units that were being overworked. Following Commissioner Nakajo's lead, he had gone on a ride-along with Medic 5, a 24 hour ambulance, and Medic 75, a dynamically deployed ambulance, and saw first-hand how hard the paramedics are working.

Pete Howes, Assistant Deputy Chief, EMS Chief, responded that certain measures have been implemented in the computer dispatch system to relieve the call volume of the 24-hour station based units. Other relief measures include shift adjustments through staggering starting times and rotating certain units for a period of time into reserve status.

*Commissioner Nakajo* stated that he has just completed ride-alongs with Medic 13 and medic 70 in order to better understand the operational problems being faced by the implementation of the dynamically deployed medic units. He was gratified to see the respect and enthusiasm of the new H3 Level 2 members, who were pleased to have had the opportunity to join the San Francisco Fire Department. Commissioner Nakajo found them hard working and trying to do their best.

Commissioner Nakajo wished to know if any consideration has been given to Dr. Marshal Isaac's replacement. Chief Hayes-White responded that Chief Massetani will address the matter in his report.

#### REPORT FROM ADMINISTRATION

Gary Massetani, Deputy Chief, Administration, and Julia Dawson, Chief Financial Officer, presented an explanation of how Proposition F will be implemented in the Department's operating budget. Chief Massetani noted that this had been the same information presented to the Board of Supervisors Budget and Finance Committee.

Ms. Dawson first explained how the Department's current staffing model works and then described how the budget for FY 2006-07 was built on a new model. The premise is that this budget will have a higher percentage of overtime rather than covering the time off with additional positions. The new model has numerous variables and was based on a great deal of staffing data covering the past four years. The model estimates how many overtime shifts are



needed based on the number of people in the Department and the minimum staffing needed as static medic units are moved towards dynamic deployment.

Ms. Dawson clarified that *minimum staffing* means that the Department uses a set number of employees every day. However, every full-time employee is only available for 76% of the time. The remaining 24% they are out on paid leave, sick leave, scheduled vacation, unpaid leave, unanticipated illnesses or injuries. There are two ways in which to cover the hours that the Department is missing: hire additional personnel or use overtime.

Ms. Dawson noted that in the various fire departments with which she had discussed this issue, a balance of both is used. Furthermore, other fire departments used far more overtime than San Francisco. She pointed out that *overtime* has a negative perception and should not be used to staff a department. However, in Departments with minimum staffing, overtime could be used effectively, and this is the premise for the Department's FY 2006-07 budget. Ms. Dawson displayed various graphs in support of her statement.

*Please note: The graphs are attached to the Minutes or can be viewed on the Fire Commission website under Supporting Documents for the June 22, 2006 meeting: [www.sfgov.org/fire\\_comm](http://www.sfgov.org/fire_comm)*

Discussion ensued with Commissioners asking questions related to optimum staffing and overtime costs with Ms. Dawson and Chief Massetani responding.

Ms. Dawson, also, wished to clarify some items on the capital budget at the request of Commissioner Conroy, who had read that the Board of Supervisors approved a capital budget plan for a period of 10 years, with a total of \$14 billion of which \$144,000 was for the Fire Department.

Ms. Dawson informed the Commission that the City had performed a very extensive review of all City-owned facilities and identified how much money is needed to get the facilities back on a reasonable and prudent maintenance schedule. The City had fallen far behind in maintaining its capital assets. The City Administrator's Office had put together a 10-year plan, which is actually a work in progress, listing the City's liability and providing a very preliminary estimate. They have prioritized a number of projects that need to be done within three to four years. The three top projects are: SF General Hospital, Hall of Justice and AWSS (Auxiliary Water Supply System). Once the estimates are firmed up, the process will start to put bond issues together, first for these big projects and later for fire station facilities renovation. The Department has so many deferred maintenance needs that it will be impossible to catch up without a bond. Starting with next fiscal year, more funding will be allocated to routine facilities maintenance.

Chief Massetani continued his report on the remaining Divisions in Administration.

(1) Division of Training started a H3 Level 2 class of 24 paramedic candidates, with a four-week classroom curriculum and 80 hours of field evaluation. Graduation is scheduled for August 4<sup>th</sup>.

Two members have attended the EVOC (Emergency Vehicle Operations Course) Train the Trainer course in Sacramento, with eight more attending in July. The Department is projecting that EVOC training can be provided to field personnel by late September.

The State Fire Marshal just certified the Treasure Island Training facility for Rescue Systems 1, Rescue Systems 2 and Confined Space Rescue Training. Rescue System 2 classes are starting on June 26<sup>th</sup>. It is a 40-hour course and will be given 10 times until the end of the year.

(4) Planning and Research continues to work with the EMS Division to develop Ambulance and Medic locations for Phase II of the EMS Reconfiguration, monitoring all response data and workloads. An analysis is being done on the station order for all responses. In addition, they are working with County Transportation Agency to provide a drive-time analysis and are checking all response patterns across the City.

(5) Support Services has accepted delivery of eight new ambulances. Final detailing is in process and deployment will be over the next two months, with two units being released every two weeks. Clean Air exemptions have been received for Fire Prevention's new Ford Focus' and they will be on the street over the next three months.

A card-key security system is being installed at Headquarters and at AWSS facilities. At this time, the installation is 65% complete but should be operational within the next 45 days.

(6) Human Resources Division has processed 24 appointments of H2 Level 2 paramedics. They have also conducted EEO training for all recruits at the Division of Training. Development of the H30 Captain examination and test preparation materials is proceeding in collaboration with the Department of Human Resources. Further tests under development are for a 1630 Account Clerk and a 1041 Information Systems Engineer Assistant, with the 1820 Junior Administrative Analyst just finished.

(7) Homeland Security is preparing for an audit by the State Audit Team which will start July 17, 2006.

(8) Physician's Office - The total number of work related injuries and illnesses for April was 37 with 29 loss of work time and 8 without loss of work time. The doctors are seeing many back injuries, knee injuries and shoulder strains. Disability leave for May 2006 stood at 49, a 14.5% reduction from the same time one year ago.

(9) Investigative Services Bureau (ISB) tested 28 members to date in June. Since the start of the random drug and alcohol testing program, 277 members were tested – 276 negative and one positive. Of those tested, 251 were males and 26 females. The full Command Staff has been tested, including the Chief. In addition, 24 background investigations have been completed for the new class of Paramedics by ISB, with three disciplinary investigations in progress.

In closing, Chief Massetani provided the Commission with two brochures about the Department's resources which had been translated into Spanish and Cantonese at the request of Commissioners Nakajo and Makras.

Discussion ensued with Commissioners asking questions and Chief Massetani and Chief Hayes-White responding.

*Commissioner Nakajo* referred to a recent article in the *San Francisco Examiner* about an incident occurring in a fire station and wondered what the status was of the investigation. Furthermore, he was not aware of the incident until someone pointed it out to him in the newspaper. He understands when investigations are performed they are confidential by nature but he hoped that the results could be relayed to the Commission upon their completion. He asked for an update on the investigation conducted at the Division of Training. Commissioner Nakajo, speaking for the Commission and himself, stated that the Commission would like to hear the results of the investigations at Commission meeting so that the results could be addressed as an open matter. He did not wish the Commission to be uninformed about Department matters that are known by everyone in San Francisco.



Commissioner Clarke agreed with Commissioner Nakajo's sentiment. She just recently experienced a very embarrassing episode when a good friend called her and jokingly asked what was going on in the Department. Commissioner Clarke had no idea. She believes that any one serving on the Commission should have more insight and information about their Department than the general public. She wondered if a communication link of some type could be established, so that the Commission could receive a minimum amount of information on certain incidents which occurred in the Department, hopefully, before it was released to the press.

*Commissioner Conroy* had the same concerns as Commissioner Clarke and felt that it would be most appropriate for the Commission to be informed on a matter before it is in the newspapers or one hears about it from a friend. He was also concerned that conclusions of investigations, such as the charges regarding the Division of Training, are not brought to the Commission upon the conclusion of the investigation. The Commission was especially interested in that case and had asked to be apprised of it and only now finds out that the case had *no merit*. Commissioner Conroy strongly recommended that a process be put in place to deal with this matter that complies with Sunshine regulations.

Commissioner Conroy, referring to the Division of Training investigation, asked if the allegations against two different individuals had been investigated and resolved. Chief Hayes-White responded that the investigations have been completed. There were recommendations and an analysis performed by the City Attorney's Office and the Department of Human Resources (DHR). She deferred to the City Attorney regarding discussion and release of any written information and believed such information could be shared in a closed session.

Katie Porter, Deputy City Attorney, responded that the DHR investigation was done at the request of the City Attorney's Office and is an attorney work product, consisting of an adverse impact analysis. Ms. Porter believed that review of the analysis and any recommendations would be appropriate for a closed session.

Commissioner Makras wished to know if the person bringing the complaint and the individuals against whom the allegations were brought have been informed of the outcome of the investigation. Chief Hayes-White responded that at this time neither of the parties had been formally notified.

Commissioner Makras asked if there was a recommendation, and if so, why does it remain privileged information, especially if it needs to be implemented and, if released, could benefit the Department and the public. He asked Ms. Porter that in view of this, why the City Attorney's Office would consider it a work-privileged document. Ms. Porter responded that she could not address his question since she had not been the attorney initially involved with the investigation and, therefore, needed to go back to the City Attorney's Office and speak with the attorney that had been involved with the case originally.

In closing, Commissioner Nakajo noted that a better system of communication was needed regarding the previously discussed incidents. He was also troubled about the message this sent regarding accountability and administrative oversight.

## PERSONNEL REPORTS

### a. Division of Training

Submitting monthly report from Division of Training concerning activities performed during May 2006.

b. Physician's Report

Submitting biweekly report of Fire Department Physician concerning disability injuries, May 20 through June 2, 2006.

c. Appointments

Reporting the following PERMANENT EXEMPT appointment effective MAY 20, 2006:

*H51 Assistant Deputy Chief II*

Barbara A. Schultheis (vice: Paul Chin, retired)

Reporting the following PERMANENT EXEMPT appointment effective JUNE 3, 2006:

*1649 Accountant Intern*

Yan Fen Liu (vice: tx'd from 1652 Felino Lomboy, retired)

Reporting the following PERMANENT EXEMPT appointment effective JUNE 3, 2006:

*1237 Training Coordinator*

Melyssa Jo Kelly (vice: ASO Authorized)

d. Suspensions

Reporting the following suspensions:

No./Rank of Members	Unit	Days Suspended	Dates	Violation of
1 Acting H40 Batt. Chief	Batt. 9	2	03-18-06 thru 03-19-06	Sec. 3926 (Tardiness & Failure to Report)
1 H3 FF/PM	Medic 14	2	07-08-06 thru 07-09-06	Sec. 3922 (Acts Detrimental to Welfare of Department) Sec. 3935 (False Reports & False Testimony) GO 04 A-07 (Implementation of New Patient Care Report)

e. Leaves

Reporting leaves of absence with pay for the time period from September 2005 through November 2006 for the following:

No. of Members	Rank	Total amount of leave (days)
19	H2 Firefighter	570
7	H3 Firefighter/Paramedic	254
1	H4 Fire Inspector	48
6	H20 Lieutenant	213
1	H30 Captain	12
1	H50 Assistant Chief	36
Total Number of Days with Pay		1133



Reporting intermittent leaves with pay for the time period from March 2006 through September 2007 for the following:

<i>No. of Members</i>	<i>Rank</i>	<i>Dates of leave</i>
1	H2 Firefighter	Apr 6, 2006 – Apr 5, 2007
1	H2 Firefighter	June 22, 2006– Apr 20, 2007
1	H2 Firefighter	July 25, 2006– July 24, 2007
1	H2 Firefighter	May 14, 2006 – Oct 16, 2006
1	H2 Firefighter	June 19,2006–June 19,2007
1	H2 Firefighter	May 5, 2006 – May 4, 2007
1	H2 Firefighter	Mar 28, 2006–June 24, 2006
1	H2 Firefighter	June12,2006–June 12, 2007
1	H2 Firefighter	June18,2006–June 17, 2007
1	H2 Firefighter	Aug 1, 2006 – July 6, 2007
1	H2 Firefighter	May 24, 2006–Sept 14, 2007
1	H2 Firefighter	May 27, 2006–May 27, 2007
1	H2 Firefighter	Aug 8, 2006 – Aug 8, 2007
1	H2 Firefighter	Aug 30, 2006– Aug 29, 2007
1	H3 Firefighter/Paramedic	Apr 13, 2006 – May 12, 2006
1	H3 Firefighter/Paramedic	Sept 24, 2006–June 30,2007
1	H3 Firefighter/Paramedic	June 1, 2006 – June 1, 2007
1	H3 Firefighter/Paramedic	Aug 30, 2006 – June 6, 2007
1	H3 Firefighter/Paramedic	Nov 30, 2006– Aug 29, 2007
1	H4 Fire Inspector	June 30,2006-June 30, 2007
1	H6 Fire Investigator	June1,2006 – May 31, 2007
1	H20 Lieutenant	Apr 15, 2006 – Dec 31, 2006
1	H20 Lieutenant	June19, 2006–June18, 2006
1	H4 Fire Inspector	May 19, 2006–May 19, 2007
1	H20 Lieutenant	Sept 7, 2006 – June 11,2007
1	H20 Lieutenant	May25, 2006– May 24, 2007
1	H30 Captain	May 9, 2006 – May 8, 2007
1	H30 Captain	Apr 29, 2006 – Apr 29, 2007

Reporting leaves of absence without pay for the time period from July 2005 through October 2006 for the following:

<i>No. of Members</i>	<i>Rank</i>	<i>Total amount of leave (days)</i>
8	H2 Firefighter	902
4	H3 Firefighter/Paramedic	176
Total number of Days w/o Pay		1078

## ACCIDENT REPORTS

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	<i>Accident No.</i>	<i>Accident Date</i>	<i>Serial No.</i>	<i>Category</i>	<i>Recommendation</i>
Medic 1	05–6–169	4/12/2006	749	B	Bill

Cause: Struck by vehicle - While responding with red lights and siren and turning right, Medic 1 was struck by a civilian vehicle that failed to remain stopped while the ambulance was passing

Engine 11	05-6-170	4/15/2006	545	B	Bill
Cause:	Struck by vehicle - While parked in a Safeway parking lot, Eng 11 was struck by a Safeway truck				
Engine 2	05-6-171	4/17/2006	529	C	File
Cause:	Misjudged clearance - While responding to an incident, Eng 2 struck a civilian vehicle that had pulled over				
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Cause:	While backing into Station 7, Eng 7 struck a bollard				
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Cause:	Struck by vehicle - While driving south on New Montgomery, Medic 1 was struck by another vehicle that swerved into Medic 1's lane				
Medic 29	05-6-174	4/27/2006	742	A	File
Cause:	Driving skill deficiency - While travelling south on Hyde Street, Medic 29 struck and broke the mirrors of two vehicles				
Engine 34	05-6-175	4/30/2006	534	A	File
Cause:	Misjudged clearance - While turning right, Eng 34 struck a parked civilian vehicle				
AWSS	05-6-176	5/1/2006	930	A	File
Cause:	Driver inattention - While attempting to back up, AWSS vehicle struck a parked civilian vehicle				
Engine 8	05-6-177	5/5/2006	512	A	File
Cause:	Misjudged clearance - While positioning on a narrow street, Eng 8 backed into a parked civilian vehicle				
Medic 10	05-6-178	5/5/2006	736	C	File
Cause:	Lack of defensive driving techniques - While responding with red lights and siren against oncoming traffic, Medic 10 was struck by a civilian vehicle making a left turn				

Engine 18                      05-6-179                      5/6/2006                      595                      A                      File

Cause:            Driving skill deficiency - While moving forward to position at curb, Eng 18 struck a parked civilian vehicle with left side of apparatus

Engine 24                      05-6-180                      5/10/2006                      597                      A                      File

Cause:            Misjudged clearance - While responding on a narrow divided roadway, Eng 24 struck and broke the mirror of a parked civilian vehicle

*Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.*

*Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.*

*Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.*

There was no public comment.

President Conroy directed that the report be accepted and incorporated in the minutes of today's meeting.

#### **8.        SFFD HISTORICAL SOCIETY [Discussion]**

Presentation by SFFD Historical Society and discussion regarding recent activities and events, operation of SFFD Fire Museum, restoration/rehabilitation of historic apparatus, and inventory and accounting as provided by Fire Commission Resolution 05-9, including report on Willmann Trust expenditures on historic apparatus.

Paul Barry, President, SFFD Historical Society reviewed the Historical Society's activities by showing a slide presentation, which was centered on the 1906 Great Earthquake and Fire Exposition. He prefaced the presentation by explaining that the Exposition was in celebration of the 1906 Earthquake Fire and was produced by the San Francisco Fire Department Historical Society, endorsed by the Commission and encouraged and supported by the Chief of Department and the staff of the Department.

Mr. Barry stated that the Expo was housed at Pier 48 and noted that there were 210,000 square feet of exhibit space. His slides portrayed most of the exhibitors at Pier 48 and he fully described the various exhibits, starting with the SFFD Historical Society's booth and ending with Donna Huggins and the 1915 Panama-Pacific International Exhibit.

On Monday and Friday, The Quake radio with Willie Brown, had the Chief of Department sit in with the former Mayor in his morning show.

Mr. Barry described a large circus tent across from Pier 48 that housed approximately 50 antique apparatus from across the United States. Next to the tent, were 10 steam-powered fire engines, three of which actually operated. There were 21 head of horses to pull the steamers in the parade on Tuesday and also around the muster course.

Mayor Gavin Newsom officially opened the festivities and Chief Hayes-White cut the ribbon, followed by a brief parade of antique fire apparatus, including the Society's recently acquired



1936 MAC tractor which came out on the course for the 65 foot ladder raise and was a great crowd pleaser. Later in the evening, a Firefighters Ball was held.

Mr. Barry related that on Tuesday morning at 5:14 AM, everyone gathered by Lotta's Fountain, with the horse-drawn steamers came arriving to authenticate the event. Later, everyone progressed to the painting of the Golden Hydrant at 20<sup>th</sup> and Church. Afterwards, the parade took place down Market Street commemorating the events of 1906.

Mr. Barry stated that the Expo was a massive undertaking and the Historical Society was able to raise \$385,000 for an event that actually cost \$430,000. Currently the Historical Society is trying to raise more funds to cover still outstanding expenses but overall, due to hard work of many volunteers, directors and the support of the Fire Department, the event was a huge success and well worth the effort.

#### PUBLIC COMMENT

*Chuck Huggins* and, his wife, Donna Huggins wished to make a short presentation directly related to the Expo. He noted that Paul Barry, and the many volunteers, did a tremendous amount of work to organize and put on an amazing number of successful events. Unfortunately, there was a shortfall in funding that he and his wife would like to be the first to contribute to a fundraising campaign to cover the deficit. He presented a personal check to Paul Barry and the Historical Society from himself and Mrs. Huggins for \$5,000. He pledged himself and his wife to work in raising enough funds to erase the \$45,000 deficit.

*Donna Huggins* expressed her delight in being involved with an incredible experience from the commemoration at Lotta's Fountain to the exciting parade of horse-drawn steamers, to being able to educate both children and adults at the Expo. She acknowledged the people who worked so hard at the Expo, and for many weeks prior to it, and stated that it was an incredible experience in camaraderie and cooperation.

Commissioner Conroy expressed the Commission's gratitude to Mr. and Mrs. Huggins for their donation to the SFFD Historical Society and acknowledged their support of the Department and of its history.

Commissioner Conroy also commended Paul Barry for his leadership of the volunteers and people who worked very hard to bring the whole event together, and thanked him for a great effort.

Commissioner Conroy wished to address some business aspects of the Historical Society, since the Commission had granted the Historical Society, by resolution, the responsibility of running the Fire Museum and overseeing the historical wealth of this Department. He wished to know the status of the inventory of equipment and artifacts. Mr. Barry responded that the inventory had not been completed since the receipt of the latest of the properties from the St. Francis Hook and Ladder shortly before the Expo. Both he and the Historical Society are currently still in a recovery mode from the Expo but they have managed to stock the Fire Museum gift shop, including a credit card banking account and credit card machine.

Commissioner Conroy requested that the Historical Society develop a schedule for when the inventory could be completed, and especially identify what is currently housed or stored in the museum. The Commission had heard, in past years, that some museum items were unaccounted for, which makes it more pertinent. Mr. Barry responded that an inventory had been done but it was difficult to determine whether the items missing from the display cases were in storage boxes or were really actually gone. He noted that it will take quite some time for the comparison of what is on hand and what is gone.



Commissioner Lau was under the impression that the \$75,000 given the Historical Society from the Willmann Trust was to be used to repair equipment and artifacts but the Society purchased a vehicle instead. Mr. Barry responded that the cost of repairing that particular vehicle was far greater than purchasing one that was unexpectedly available for 30% of the repair cost, in addition, the estimate previously provided by the SFFD Historical Society contemplated the purchase.

Commissioner Lau asked what the Historical Society plans to do with money that is currently left, about \$50,000, and if they planned to give it back to the Willmann Trust. Mr. Barry responded that they plan to use the funds to repair and maintain the vehicles that are in the Museum's care. The Expo had interrupted their efforts since there was such a great deal of planning and other time constraints but now they will be able return to their core mission of operating the Fire Museum and maintaining the fleet of 25 antique fire engines and apparatus.

Commissioner Lau asked that the Historical Society prepare a quarterly financial report and attach copies of receipts. The report will be quarterly and the next one will be due on July 15, 2006.

## **9. ADJOURNMENT**

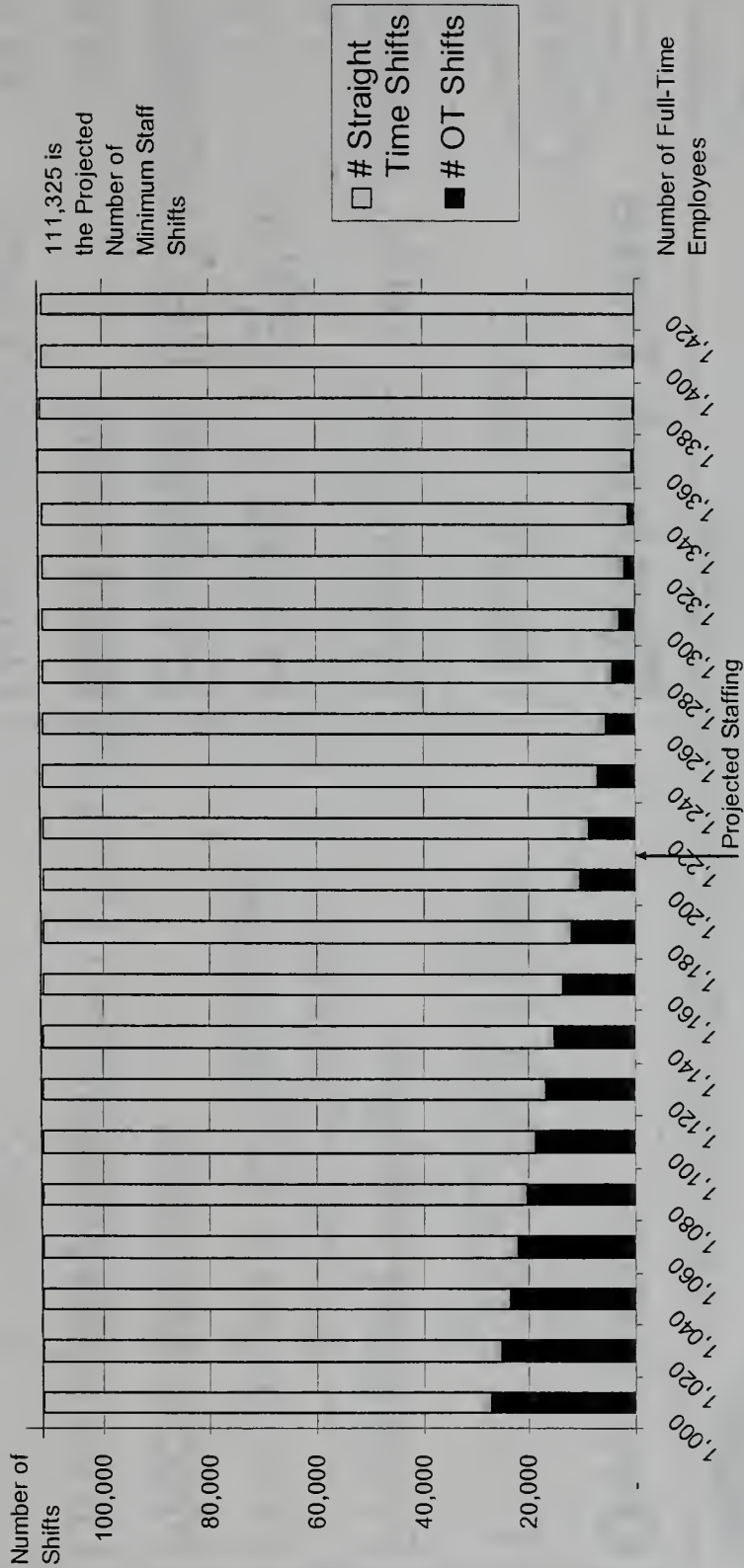
There being no further business to come before the Commission, the meeting was adjourned at 9:00 p.m.

Tania Bauer  
Secretary





# Number of Overtime and Straight Time Shifts for Minimum Staffing





# Comparison of Costs

Overtime	Straight Time
Time and a Half Rate	Hourly Rate
Premiums 8%	Premiums 14% (holiday)
Fringe – 1.75% Medicare and Unemployment	Fringe – 7.99% Employer Retirement, Medicare, Unemployment
No health benefits	Health, dependent health, and dental





# Annual Cost

## Straight Time vs. Overtime

(Averaged over 30 years)

H 2 Salary 84,238

OT spent to cover Paid Time Off 33,988

Premiums 12,194

Employer Retirement 5,408

Benefits - percent 1,474

Benefits - fixed 10,299

Retirement Payout 1,667

Total 149,268

H 2 Overtime (w/Premium and Fringe)

(Full-time equivalent)

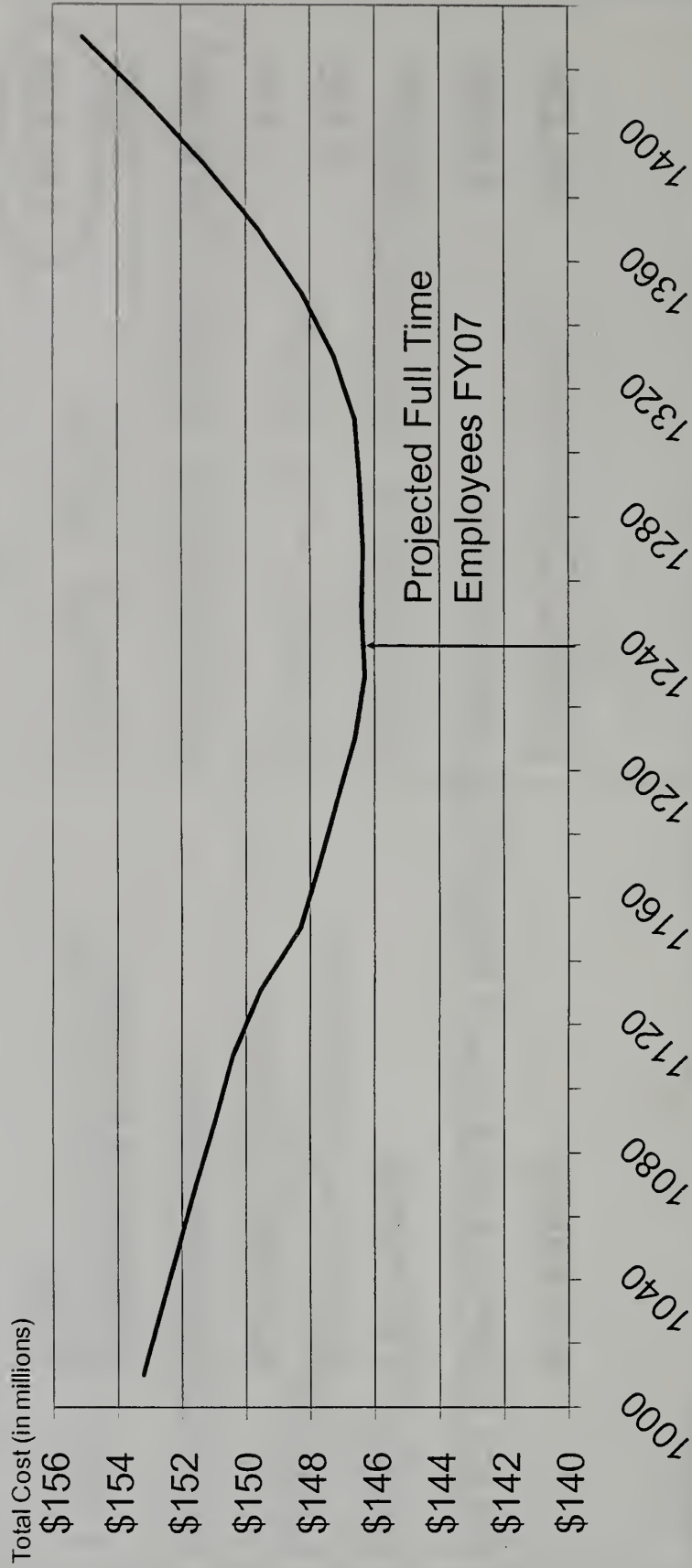
Difference

140,280

(8,988)



# Projected Total Cost of Minimum Staffing





**FIRE COMMISSION SPECIAL MEETING**

**Thursday, July 13, 2006– 4:00 PM**

698 Second Street, Room 101, San Francisco, CA 94107

**AGENDA**

DOCUMENTS DEPT.

**1. ROLL CALL**

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President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	George Lau
Commissioner	Victor Makras

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**2. CASE NO. 06-3: HEARING ON EMPLOYEE DISCIPLINE CHARGES, INCLUDING COMMISSION DELIBERATIONS AND POSSIBLE APPROVAL OF PROPOSED AGREEMENT OR OTHER ACTION ON CHARGES [Action Item]**

Hearing on employee discipline charges, including Commission deliberations and possible approval of a proposed agreement or other action on the charges, concerning a formal complaint filed by Chief of Department Joanne Hayes-White against Firefighter Alfred Tenbruggencate dated May 2, 2006, and amended June 8, 2006, for violation of the Rules and Regulations as follows:

Substance Abuse Policy – Illegal Drugs  
Section 3912 (Paragraph 3) – Intoxicants and Drugs

**a. Public Comment on Special Meeting Agenda Item and Possible Closed Session**

**POSSIBLE CLOSED SESSION**

Members of the public may comment on Agenda items that are scheduled for discussion or action [Government Code §54954.3(a), Administrative Code §67.15(b)]

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b)

1. Public Comment on Agenda Item No. 2, including *[if there is a motion or request to go into Closed Session]* public comment on whether to go into Closed Session

2. *If there has been a motion or request to go into Closed Session:* Vote on whether to hold Closed Session *[Action Item]*

**b. Hearing/Deliberations/Possible Action - Open or Closed Session**

1. Hearing on charges

2. Deliberations, and possible approval of agreement or other action on charges *[Action Item]*

**c. If Closed Session is held, Reconvene in Open Session**

1. Report on any action taken in Closed Session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4)

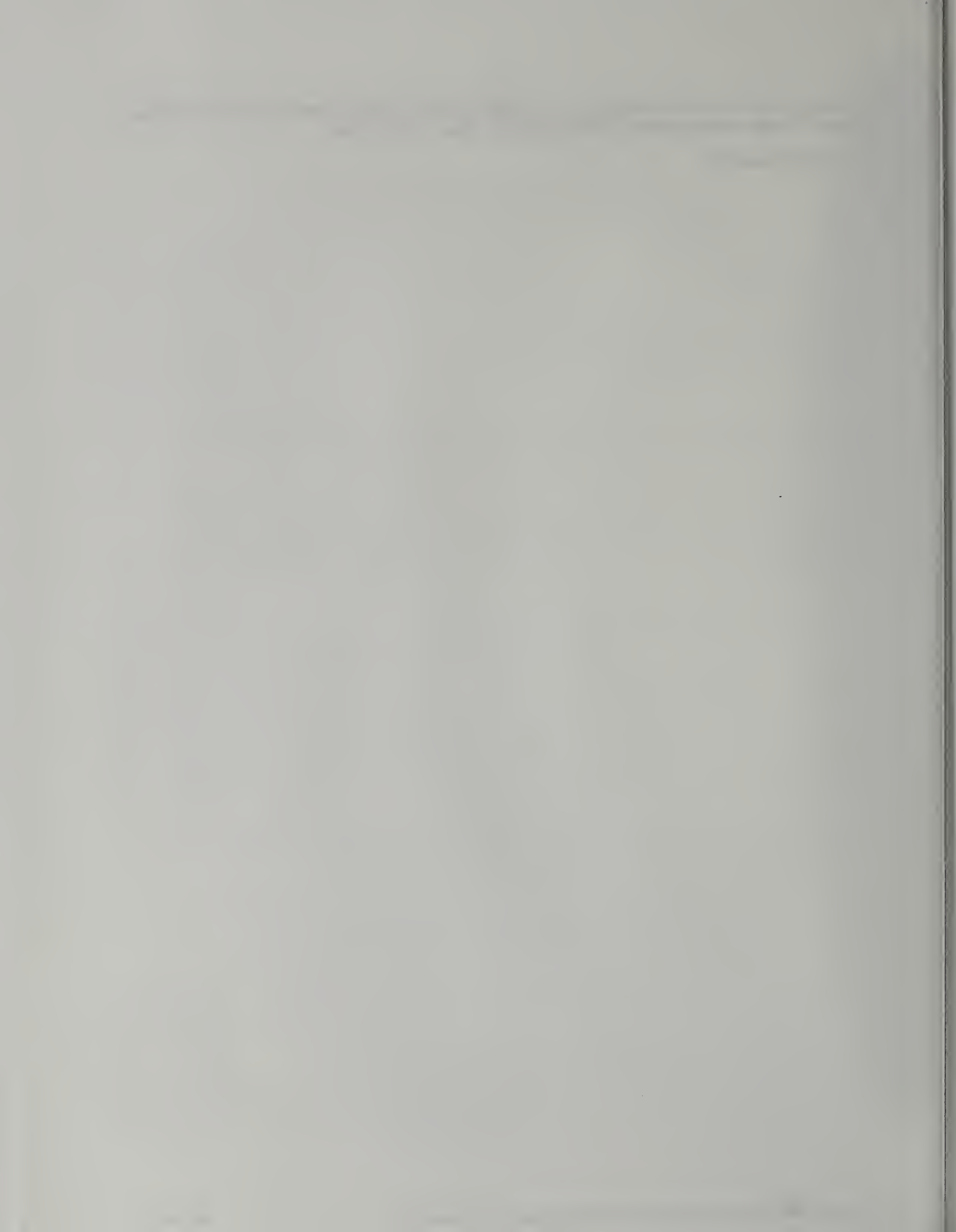
*[The following text is extremely faint and largely illegible. It appears to be a multi-column article or report, possibly containing a table of data in the upper right section.]*





2. Vote to elect whether to disclose any or all discussions held in Closed Session, as specified in San Francisco Administrative Code Section 67.12(a). *[Action Item]*

**3. ADJOURNMENT**




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City and County of San Francisco

## Fire Commission

### July 13, 2006 (Special Meeting)

#### Minutes of the Fire Commission Special Meeting

**Thursday, July 13, 2006– 4:00 PM**

698 Second Street, Room 101, San Francisco, CA 94107

The meeting was called to order by President Conroy at 4:15 PM.

#### 1. On ROLL CALL, the following were present:

President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	Victor Makras

DOCUMENTS DEPT.

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Commissioner Clem Clarke and Commissioner George Lau were excused.

#### Appearances

For the San Francisco Fire Department

Gina Roccanova, Deputy City Attorney

For Firefighter Alfred Tenbruggencate

Joe Moriarty, Vice President, San Francisco Firefighters Local 798

#### Also Present

Marie Blits, Deputy City Attorney, Counsel to the Fire Commission

Tania Bauer, Secretary, San Francisco Fire Commission

Joanne Hayes-White, Chief of Department

#### 2. CASE NO. 06-3: HEARING ON EMPLOYEE DISCIPLINE CHARGES, INCLUDING COMMISSION DELIBERATIONS AND POSSIBLE APPROVAL OF PROPOSED AGREEMENT OR OTHER ACTION ON CHARGES *[Action Item]*

Hearing on employee discipline charges, including Commission deliberations and possible approval of a proposed agreement or other action on the charges, concerning a formal complaint filed by Chief of Department Joanne Hayes-White against Firefighter Alfred Tenbruggencate dated May 2, 2006, and amended June 8, 2006, for violation of the Rules and Regulations as follows:

Substance Abuse Policy – Illegal Drugs  
Section 3912 (Paragraph 3) – Intoxicants and Drugs

#### a. Public Comment on Special Meeting Agenda Item and Possible Closed Session

Members of the public may comment on Agenda items that are scheduled for discussion or action [Government Code §54954.3(a), Administrative Code §67.15(b)]

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b)

1. Public Comment on Agenda Item No. 2, including *[if there is a motion or request to go into Closed Session]* public comment on whether to go into Closed Session

*Ray Balzarini*, retired Deputy Chief, Operations, stated that when he had been the chief at the Airport, the \$3 billion Master Plan for the Airport was being developed, and it had a huge impact on the Fire Department increasing its size, adding stations and increasing capability and training. Chief Balzarini stated that it was a trying time and members, such as Firefighter Tenbruggencate helped out voluntarily with training and did a great job. He said that FF Tenbruggencate was a model firefighter who did outstanding work all around.

*Urie Walsh*, retired member of the Department and personal friend, noted that he has never called FF Tenbruggencate's veracity into question over the past 20 years that he has known him. Mr. Walsh stated that FF Tenbruggencate is an extremely competent and professional firefighter. He asked that the Commission, in basic fairness, temper justice with mercy and reduce his punishment to what has already occurred. Furthermore, he hoped that FF Tenbruggencate would be restored to the Provisional Lieutenant's list.

2. *If there has been a motion or request to go into Closed Session:* Vote on whether to hold Closed Session *[Action Item]*

Commissioner Nakajo moved for a closed session and Commissioner Makras seconded. The motion was approved by a vote of 3-0 (Nakajo, Makras, Conroy).

The Commission went into closed session at 4:15 PM.

**b. Hearing/Deliberations/Possible Action - Closed Session**

1. Hearing on charges
2. Deliberations, and possible approval of agreement or other action on charges *[Action Item]*

**c. If Closed Session is held, Reconvene in Open Session**

The Commission reconvened in open session at 5:55 PM.

1. Report on any action taken in Closed Session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4)

President Conroy announced that after hearing the evidence presented by the Department, and the comments and statements from the member, and based on the member pleading guilty to the rule violations, the Commission found FF Tenbruggencate in violation of Section 3912 (Paragraph 3) and the Substance Abuse Policy - Illegal Drugs. The Commission imposed as its discipline the terms of the agreement that has been stipulated to between FF Tenbruggencate and the Department. The vote for approval was 3-0 (Conroy, Nakajo, Makras)

2. Vote to elect whether to disclose any or all discussions held in Closed



Session, as specified in San Francisco Administrative Code Section 67.12(a).  
*[Action Item]*

Commissioner Makras moved and Commissioner Nakajo seconded not disclose any discussion held in closed session. The motion was approved 3-0 (Makras, Nakajo, Conroy).

### **3. ADJOURNMENT**

The Fire Commission Special Meeting was adjourned at 6:00 PM.

Tania Bauer, Commission Secretary



**FIRE COMMISSION**  
City and County of San Francisco  
Gavin Newsom, Mayor

Paul A. Conroy, *President*  
Stephen A. Nakajo, *Vice President*  
Clementine Clarke, *Commissioner*  
George Lau, *Commissioner*  
Victor Makras, *Commissioner*



698 Second Street  
San Francisco, CA 94107  
Telephone 415.558.3451  
Fax 415.558.3413  
Tania Bauer, *Secretary*

No. 06-22

**FIRE COMMISSION REGULAR MEETING**  
Thursday – July 13, 2006 – 6:00 p.m.  
698 Second Street, Room 102, San Francisco, CA 94107

**AGENDA**

DOCUMENTS DEPT.

Item No.

**1. ROLL CALL**

President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	George Lau
Commissioner	Victor Makras
Chief of Department	Joanne Hayes-White

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**2. PUBLIC COMMENT**

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. Commissioners are not to enter into debate or discussion with a speaker. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

**3. APPROVAL OF THE MINUTES [Action]**

Regular Meeting of June 22, 2006, and Special Meeting of June 22, 2006 (4:30 p.m.).

*Action to be taken: Approval of the minutes*

**4. COMMUNICATIONS RECEIVED BY COMMISSION [Discussion]**  
(June 1, 2006, through July 5, 2006)

**COMMUNICATIONS ADDRESSED DIRECTLY TO THE COMMISSION**

1. From Brian Lum and Thomas Dunn, active members of Ingleside NERT team, asking that the Commission do everything within its authority to assure continued funding for NERT and continued funding for NERT drills and training. Copy: Commissioners, Chief of Department and Deputy Chief, Administration.

**San Francisco Fire Commission**  
**NOTICE OF COMMISSION PROCEDURES**

**Commission Office**

The San Francisco Fire Commission Office is located at 698 Second Street, Room 220, San Francisco, CA 94107. The telephone number is (415) 558-3451; the fax number is (415) 558-3413. The web address is [www.sfgov.org/fire\\_comm/](http://www.sfgov.org/fire_comm/). Office hours are from 8:30 a.m. to 5:00 p.m. Monday through Friday.

**Documents for Public Inspection**

Documents referred to in the agenda, if more than one page in length, are available for public inspection and copying at the Commission Office.

**Information on Disability Access**

The Fire Commission regularly meets at Fire Department Headquarters, Room 102, 698 Second Street on the 2<sup>nd</sup> and 4<sup>th</sup> Thursday of the month.

The Fire Commission meeting room is wheelchair accessible. The closest accessible MUNI lines serving this location: 15 Third, 42 Downtown Loop, and N Judah (Second and King). Additional lines serving this location are the 30 Stockton and 45 Union. For more information about MUNI accessible services, call (415) 923-6142.

The following services are available on request 48 hours prior to the meeting: (1) American Sign Language interpreters; (2) use of readers, (3) sound enhancement system, and (4) alternative formats of the agenda and minutes. Please contact the Secretary, Fire Commission, at (415) 558-3451 to make arrangements. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

**Policy on use of Cell Phones, Pagers and Similar Sound-Producing Electronic Devices at and During Public Meetings**

The ringing and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

**Know your Rights under the Sunshine Ordinance**

*(Chapter 67 of the San Francisco Administrative Code)*

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance, or to report a violation of the ordinance, or to obtain a free copy of the Sunshine Ordinance, contact Donna Hall, Administrator of the Sunshine Ordinance Task Force, 1 Dr. Canton B. Goodlett Place, Room 409, San Francisco, CA 94 102-4683 at (415) 554-7724, by fax: (415) 554-7854, by e-mail: [Donna.Hall@sfgov.org](mailto:Donna.Hall@sfgov.org) or on the City's website at [www.sfgov.org/bdsupvrs/sunshine](http://www.sfgov.org/bdsupvrs/sunshine).

**San Francisco Lobbyist Ordinance**

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist (SF Campaign & Governmental Conduct Code § 2.100) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the San Francisco Ethics Commission at 30 Van Ness Ave., Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and web site <http://www.sfgov.org/ethics/>.



2. From Joe Fitting, Director of Education, San Francisco Zoo, thanking the Fire Department and the Commission for facilitating CPR training for summer Zoo Camp teachers and Zoo staff under direction of Assistant Chief Frank Cardinale and Firefighter Kacey Carter. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.
3. From Domingo Cardoza, Assistant Civil Engineer, California National Guard, inquiring about the size of fire adaptors used in San Francisco, since they are in the process of forming a new CERFP unit whose mission it will be to respond to mass casualty events anywhere in the state. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.
4. From Thomas Dunn, advising the Commission to view a blog that deals with the SFFD NERT program. Copy: Commissioners, Chief of Department and Deputy Chief, Administration.
5. From 13 San Andreas Way homeowners, expressing their concern about the response by the San Francisco fire Department to a car fire on San Andreas Way on May 29, 2006. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.
6. From Edie Schaffer and Pamela Wade, urging continued funding for NERT since it is the only organization in the city that offers citizens hands-on training from expert first responders on how to protect oneself after a severe earthquake or other disaster. Copy: Commissioners, Chief of Department and Deputy Chief, Administration.

#### COMMENDATIONS AND LETTERS OF RECOGNITION

1. From Reverend Dr, Jason Parker, Rector, Episcopal Church of St. Mary the Virgin, commending Lt. Erica Arteseros for her presentation and discussion on emergency preparedness, including a description of the Fire Department's NERT program. Currently Cow Hollow does not have any trained residents but after Lt. Arteseros' presentation several have signed up to attend a NERT class. Copy: Commissioners, Chief of Department and Deputy Chief, Administration.
2. From Gary Wilson, Director of Health and Safety, thanking the Fire Department for the clear and concise Fire and Earthquake preparedness training provided by Inspector Planka of the Bureau of Fire Prevention. Copy: Commissioners, Chief of Department and Deputy Chief, Administration.

#### CHARGES ISSUED BY CHIEF OF DEPARTMENT

##### Formal Complaint

Submitting formal complaint against Acting/Lieutenant Thomas Masterson, dated June 23, 2006, for violation of the Rules and Regulations as follows:

- Section 2802 – Enforcement of Rules, Regulations, & Orders
- Section 2805 – Leadership
- Section 2808 – Welfare of Subordinates
- Section 2817 – Reports
- Section 2824 – Injuries & Disabilities
- Section 2825 – Temporary Officers
- Section 3922 – Acts Detrimental to Welfare of Department

## Formal Complaint

Submitting formal complaint against Firefighter Bela Carreira, dated June 30, 2006, for violation of the Rules and Regulations as follows:

Section 3920 – Violence

Section 3922 – Acts Detrimental to Welfare of Department

Section 3911 – Altercations

Section 3935 – False Reports and False Testimony

## 5. CHIEF OF DEPARTMENT'S REPORT [Discussion]

### REPORT FROM CHIEF OF DEPARTMENT

Report from Chief of Department Joanne Hayes-White on current issues, activities and events, including discussion of the current budget and FY 2006-07 budget, updates on Divisions within the Department, including Administration, Operations and the EMS Reconfiguration.

### REPORT FROM OPERATIONS

Richard E. Kochevar, Deputy Chief, Operations, reporting on overall operations during the period June 7 through July 11, 2006, and a report from the Emergency Medical Services Division regarding EMS Division activities.

### PERSONNEL REPORTS

#### a. Physician's Report

Submitting biweekly report of Fire Department Physician concerning disability injuries, June 3 through June 16, 2006.

#### b. Appointments

Reporting the following PROBATIONARY appointments effective *JUNE 19, 2006*:

#### *H3 Level II Paramedic*

##### *Name*

Richard F. Archibald  
Clementino L. Avila II  
Christopher E. Bonn  
Nicholas A. Brady  
William Cheng  
Anthony Ibarra  
Dennis M. Frazer  
Joshua B. Hoyt  
Judith A Ingram  
Timothy P. Kelly  
David J. Kimmel  
Scott D. McFall  
Kristopher L. Moore  
David A. Pagan  
Derek C. Powell  
Robert J. Recendez  
Veronica E. Riddick

##### *Vice*

Norman Rooker, resigned  
Jose Valencia, resigned  
Leif Juliussen, Jr., resigned  
John Marberry, resigned  
Annual Salary Ordinance Authorized  
Annual Salary Ordinance Authorized  
Annual Salary Ordinance Authorized  
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Gabriel J. Rodriguez	Annual Salary Ordinance Authorized
Jed B. Soliven	Annual Salary Ordinance Authorized
Stephanie L. Speizer	Annual Salary Ordinance Authorized
Shannon Stabile	Annual Salary Ordinance Authorized
Brian Washington	Annual Salary Ordinance Authorized
Edward Alexander	Annual Salary Ordinance Authorized
Thang D. Vo	Annual Salary Ordinance Authorized

Reporting the following PROBATIONARY appointments effective *JUNE 17, 2006*:

*1042 IS Engineer-Journey*

Leon K. Wong (vice: tx'd from Greg Holmes' 1023 position)  
Gregory A. Holmes (vice: tx'd from Leon Wong's 1023 position)

c. Retirements

Communications received from Retirement Board indicating the following members have retired:

<i>Name</i>	<i>Rank</i>	<i>Type</i>	<i>Retirement Date</i>
Mabutas, Romero	H40 Battalion Chief	Service	Jun. 08, 2006
Ho, Lawrence	H3 Firefighter/Paramedic	Ind. Dis.	Jan. 05, 2003
Purcell, Kim L.	H3 Firefighter/Paramedic	Ind. Dis.	Dec. 06, 2003
Sprung, Stuart G.	H3 Firefighter/Paramedic	Ind. Dis.	Mar. 01, 2005

*(Retirement Certificates will be presented at Fire Commission Meeting of August 24, 2006)*

d. Resignation

Reporting resignation of H3 Firefighter/Paramedic Steven M. Ardigo, effective June 29, 2006.  
(Approximate length of service – four years.)

e. Leaves

Reporting leave of absence with pay for Deputy Chief, Administration, Gary Massetani, and Acting Lieutenant William Storti, for three days, July 10 through July 12, 2006, in order to travel to Arlington, Virginia, to attend the 2006 Performance Management for Fire Departments conference. Funds for this trip are included in the 2005-2006 budget. They will not be replaced.

Reporting leave of absence with pay for Lieutenant John Hickey for four days, June 6 through June 9, 2006, in order to attend a pre-construction meeting for the new Hazardous Materials unit, in Samford, Florida. All expenses were included in the 2005-06 budget. Lieutenant Hickey needed to be replaced on June 8, 2006.

Reporting leave of absence with pay for Captain William Mitchell, Inspectors Donald Fields and John Darmanin, Bureau of Fire Prevention, for five days, October 2 through October 6, 2006, in order to attend *Fire Prevention 2C* class, presented by the Industrial Emergency Council in San Carlos, California. All expenses will be paid by the members, and reimbursed through the Training Committee. They will not be replaced.

Reporting leave of absence with pay for Inspector John Darmanin, Bureau of Fire Prevention, for five days, November 13 through November 17, 2006, in order to attend *Fire Prevention 3A* class, presented by the Industrial Emergency Council in San Carlos, California. All expenses will be paid by Inspector Darmanin, and reimbursed through the Training Committee. He will not be replaced.



## ACCIDENT REPORTS

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	<i>Accident No.</i>	<i>Accident Date</i>	<i>Serial No.</i>	<i>Category</i>	<i>Recommendation</i>
Medic 38	05-6-181	5/10/2006	744	A	File
Cause:	Driving skill deficiency - While being moved out of the station, Medic 38 struck a parked civilian vehicle with left side of ambulance				
Ambulance 95	05-6-182	5/11/2006	733	B	Bill
Cause:	Struck by vehicle - While parked, Ambulance 95 was struck by a civilian vehicle which broke the mirror of Ambulance 95				
Truck 14	05-6-183	5/12/2006	611	A	File
Cause:	Driver and tiller inattention - While backing into quarters without spotters, Trk 14 backed over a brand new motorcycle				
Engine 5	05-6-184	5/12/2006	546	A	File
Cause:	Driver inattention - While backing up outside station, Eng 5 struck the siren of Trk 5 parked behind it				
Engine 33	05-6-185	5/14/2006	527	A	File
Cause:	Misjudged clearance - While responding to an incident and turning right, Eng 33 struck a parked civilian vehicle				
Medic 41	05-6-186	5/15/2006	753	B	Bill
Cause:	Struck by vehicle - While travelling southbound on 5th Street, Medic 41 was struck by a civilian vehicle that was attempting to avoid a parked car				
EMS RC 1	05-6-187	5/15/2006	378	B	File
Cause:	Hit and run - While parked at an incident, EMS RC 1 was struck by a civilian vehicle that left the scene				
Engine 38	05-6-188	5/17/2006	538	A	File
Cause:	Driver inattention - While responding to an incident, Eng 38 struck a civilian vehicle that had pulled over				



Medic 5                      05-6-189              5/20/2006              747              A                      File

Cause:      Driver inattention - While responding with red lights and siren and pulling into a parking lot, Medic 5 struck an overhang

Engine 10                      05-6-190              5/29/2006              556              A                      File

Cause:      Misjudged clearance - While backing into quarters, Eng 10 struck stanchion outside the parking bay

*Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.*

*Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules*

*Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.*

## **6. ANNUAL STATEMENT OF PURPOSE FOR FY 2006-2007 [Action]**

*Action to be taken: Adoption of Annual Statement of Purpose*

## **7. ADJOURNMENT**

*[The text in this block is extremely faint and illegible. It appears to be a multi-paragraph document, possibly a letter or a report, with several lines of text visible across the page.]*

**FIRE COMMISSION**  
City and County of San Francisco  
Gavin Newsom, Mayor

Paul A. Conroy, *President*  
Stephen A. Nakajo, *Vice President*  
Clementine Clarke, *Commissioner*  
George Lau, *Commissioner*  
Victor Makras, *Commissioner*



698 Second Street  
San Francisco, CA 94107  
Telephone 415.558.3451  
Fax 415.558.3413  
Tania Bauer, *Secretary*

No. 06-22

**MINUTES OF THE FIRE COMMISSION**

**Regular Meeting – Thursday – July 13, 2006 – 6:00 p.m.**  
698 Second Street, Room 102, San Francisco, CA 94107

The meeting was called to order by President Conroy at 6:10 p.m.

Item No.

**1. ON ROLL CALL**, the following were noted present:

President Paul A. Conroy  
Vice President Stephen A. Nakajo  
Commissioner Victor Makras

Commissioner Clem Clarke was excused at 7:30 p.m., and  
Commissioner George Lau was excused for business reasons.

Joanne M. Hayes-White  
Richard E. Kochevar  
Gary P. Massetani

Chief of Department  
Deputy Chief, Operations  
Deputy Chief, Administration

**Assistant Deputy Chiefs – Staff:**

Patrick J. Casserly  
Peter Howes  
Barbara A. Schultheis  
Lorrie A. Kalos  
Robert Navarro

Division of Airports  
Division of Emergency Medical Services  
Division of Fire Prevention and Investigation  
Division of Support Services  
Division of Homeland Security

**Chief Officers – Firefighting Services:**

Arthur W. Kenney  
John A. Murphy

Division 2  
Division 3 (Acting)

**EMS Officers:**

James M. Fazackerley

Section Chief, Operations

**2. PUBLIC COMMENT**

*Ken Smith*, described the EVOC (Emergency Vehicle Training Course) he had just attended for training the trainers in Sacramento, and believed that the skills taught for driving big apparatus will be very useful to the Department and should reduce accidents.

DOCUMENTS DEPT.

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### 3. APPROVAL OF THE MINUTES [Action]

Regular Meeting of June 22, 2006, and Special Meeting of June 22, 2006 (4:30 p.m.).

Commissioner Makras asked that the approval of the minutes be held over to the next meeting due to a discrepancy in page numbers and content.

### 4. COMMUNICATIONS RECEIVED BY COMMISSION [Discussion] (June 1, 2006, through July 5, 2006)

#### COMMUNICATIONS ADDRESSED DIRECTLY TO THE COMMISSION

1. From Brian Lum and Thomas Dunn, active members of Ingleside NERT team, asking that the Commission do everything within its authority to assure continued funding for NERT and continued funding for NERT drills and training. Copy: Commissioners, Chief of Department and Deputy Chief, Administration.
2. From Joe Fitting, Director of Education, San Francisco Zoo, thanking the Fire Department and the Commission for facilitating CPR training for summer Zoo Camp teachers and Zoo staff under direction of Assistant Chief Frank Cardinale and Firefighter Kacey Carter. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.
3. From Domingo Cardoza, Assistant Civil Engineer, California National Guard, inquiring about the size of fire adaptors used in San Francisco, since they are in the process of forming a new CERFP unit whose mission it will be to respond to mass casualty events anywhere in the state. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.
4. From Thomas Dunn, advising the Commission to view a blog that deals with the SFFD NERT program. Copy: Commissioners, Chief of Department and Deputy Chief, Administration.
5. From 13 San Andreas Way homeowners, expressing their concern about the response by the San Francisco fire Department to a car fire on San Andreas Way on May 29, 2006. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.
6. From Edie Schaffer and Pamela Wade, urging continued funding for NERT since it is the only organization in the city that offers citizens hands-on training from expert first responders on how to protect oneself after a severe earthquake or other disaster. Copy: Commissioners, Chief of Department and Deputy Chief, Administration.

#### COMMENDATIONS AND LETTERS OF RECOGNITION

1. From Reverend Dr. Jason Parker, Rector, Episcopal Church of St. Mary the Virgin, commending Lt. Erica Arteseros for her presentation and discussion on emergency preparedness, including a description of the Fire Department's NERT program. Currently Cow Hollow does not have any trained residents but after Lt. Arteseros' presentation several have signed up to attend a NERT class. Copy: Commissioners, Chief of Department and Deputy Chief, Administration.
2. From Gary Wilson, Director of Health and Safety, thanking the Fire Department for the clear and concise Fire and Earthquake preparedness training provided by Inspector Planka of



the Bureau of Fire Prevention. Copy: Commissioners, Chief of Department and Deputy Chief, Administration.

## CHARGES ISSUED BY CHIEF OF DEPARTMENT

### Formal Complaint

Submitting formal complaint against Acting/Lieutenant Thomas Masterson, dated June 23, 2006, for violation of the Rules and Regulations as follows:

- Section 2802 – Enforcement of Rules, Regulations, & Orders
- Section 2805 – Leadership
- Section 2808 – Welfare of Subordinates
- Section 2817 – Reports
- Section 2824 – Injuries & Disabilities
- Section 2825 – Temporary Officers
- Section 3922 – Acts Detrimental to Welfare of Department

President Conroy directed the Secretary to comply with Section 4006 of the Rules and Regulations and inform Acting/Lieutenant Masterson of the trial date as soon as one is set.

### Formal Complaint

Submitting formal complaint against Firefighter Bela Carreira, dated June 30, 2006, for violation of the Rules and Regulations as follows:

- Section 3920 – Violence
- Section 3922 – Acts Detrimental to Welfare of Department
- Section 3911 – Altercations
- Section 3935 – False Reports and False Testimony

President Conroy directed the Secretary to comply with Section 4006 of the Rules and Regulations and inform Firefighter Carreira of the trial date as soon as one is set.

## 5. CHIEF OF DEPARTMENT'S REPORT *[Discussion]*

### REPORT FROM CHIEF OF DEPARTMENT

Report from Chief of Department Joanne Hayes-White on current issues, activities and events, including discussion of the current budget and FY 2006-07 budget, updates on Divisions within the Department, including Administration, Operations and the EMS Reconfiguration.

Chief Hayes-White presented the report.

Enhancing Public Safety in Overall Response to Terrorist Acts – Chief Hayes-White attended all of the three-day sessions and facilitated one. The sessions were jointly sponsored by the International Association of Fire Chiefs and the Department of Homeland Security. Participants were not only from Police and Fire Departments but also from Public Health and Public Works as well. Participants interacted with the new FEMA Director, R. David Paulison, and made several recommendations to the Department of Homeland Security.

FY 2006-07 Budget – The Department appeared before the Budget and Finance Committee of the Board of Supervisors on June 28, 2006. Chief Hayes-White acknowledged the work of Chief Massetani and Julia Dawson, CFO, and noted that it was the most streamlined presentation in the eight years since she had participated in the budget process. She believed that this was due

to the groundwork that the Department had laid ahead of time. The Department successfully incorporated \$7.2 million into the budget for the Prop F measure, which restored full staffing to firehouses.

EMS Reconfiguration - The Department will be graduating another 24 H3 Level 2 Paramedics from a second academy class. Graduation will take place on August 4, 2006 at 10:00 AM. The additional Paramedics will provide relief to the workload and the attendant issues, which were expressed by members and acknowledged by the Department. The Division of Training (DOT) has ensured that the Paramedics receive site-specific knowledge about the protocols of working in the City and County of San Francisco. Excellent reports have been received about the first group at the receiving hospitals where the patient transfers occur.

Furthermore, the Department will be hosting a town hall meeting related to the EMS reconfiguration. It will be held at the DOT and everyone is welcome. The Department plans to share information about the transition of pre-hospital care and encourages all members to attend since their input and feedback are being sought.

Promotional Process - The Department continues to work closely with the Department of Human Resources and the City Attorney's Office. The Chief has selected 24 members from the ranks of permanent Captains to provide a job analysis to ensure that the upcoming H30 Captain's exam is a valid job-related test. The Department is still hopeful of giving the test in October of 2006, which should provide a morale boost and some permanent leadership to fire stations.

The Department was to meet with the executive board of Local 798 regarding the promotional process but instead of just two or three members of the executive board at least 10 general, and quite diverse, members of Local 798 were present. There was a lengthy but productive discussion of the promotional process, the H30 exam and, specifically, a schedule for future exams.

EVOC (Emergency Vehicle Operations Course) training - Currently, ten members are participating in the EVOC training and commuting to Sacramento daily. The Department hopes that the training will reduce injuries related to accidents, as well as the cost of claims resulting from accidents of Department vehicles.

Emergency Operations Center (EOC) - The EOC was activated this Thursday due to a credible bomb threat at the Hall of Justice on Bryant Street. The Department worked well with its partners in public safety, namely, the Police and Sheriff's Departments, but there were some weaknesses in the communications area. This Thursday Chief Hayes-White participated in a bridge telephone call with the Mayor's Office and ten other department heads to work out the identified weaknesses. It was a good test of the system and will provide good feedback to the Office of Emergency Services and the Emergency Communications Department about the type of information the Fire Department would like to receive and how it wishes to receive it.

In closing, Chief Hayes-White acknowledged John Brown, M.D., Medical Director, Emergency Medical Services Agency, City and County of San Francisco. She thanked him for attending the Commission meeting and noted that Dr. Brown will provide a report later in the meeting.

Discussion ensued with Commissioners asking questions and Chief Hayes-White responding.

*Commissioner Nakajo* wished to know approximately how many candidates will sit for the H30 exam. Chief Hayes-White responded that the test had not been given in twelve years and that



only permanent H20 Lieutenants are qualified to sit for the exam. She estimated that there are approximately 70 vacancies and 140 to 150 candidates are expected to take the exam.

Chief Hayes-White stated that the job announcement has not been officially published but it will be very detailed. The test will entail three components: (1) a scenario whereby the candidate will have to devise a strategy and tactics to mitigate an emergency situation; (2) a human relations component dealing with management and leadership skills as they relate to a disciplinary issue; and (3) a review of report writing.

*Commissioner Conroy* wished to know if the examination is already assembled and needs only review and validation or if it still being formulated and assembled, and whether Dr. Outz is working on this exam. Chief Hayes-White responded that the exam is post-development but that the various components are being reviewed by different people. The Department is working closely with Dr. Bruce Topp, Department of Human Resources, who has assisted with examinations outside the City and, also, with the Police Department examinations. Dr. Outz is no longer under contract with the Department but if needed by Dr. Topp, he can be made available.

*Commissioner Conroy* had a question related to the FY 2006-07 budget, namely, what was cut and what remained. He was specifically referring to the NERT program, since the Commission receives numerous letters from grateful graduates that request that the NERT program be adequately funded. Chief Hayes-White responded that advocates for NERT were concerned that there was no line item for the sustainability of the NERT program in the budget other than the NERT Coordinator. The program itself had been sustained first by a 2004 UASI grant and later by a \$100,000 Johnson & Johnson grant. Chief Hayes-White noted that she did not request funding for NERT in this fiscal year since she believed both the UASI and the Johnson & Johnson grants had to be spent first. She plans to request funding for NERT in the next fiscal year.

*Commissioner Makras* wished to know if the secondary criteria had been weighted and if it will be described in the job announcement. Chief Hayes-White responded that the secondary criteria will not be weighted but that it will be fully described in the job announcement. She added that the Department is working on the application and wants every applicant to complete the same form, without requiring an additional resume. The job announcement will announce when and where the application can be picked up and when it needs to be submitted.

*Commissioner Makras* asked if the matter regarding the Division of Training (DOT) investigation would be presented at this meeting and whether notification of the investigation results had gone out to all involved parties. Chief Hayes-White responded that she will address the DOT investigation at the next meeting and confirmed that notification of the outcome had been sent to parties.

At this point in the meeting, Chief Hayes-White asked Dr. Brown if he wished to provide a report.

Dr. Brown informed the Commission that he was acting as the Interim Medical Director for the Fire Department since the departure of Dr. Isaac for the Dallas Fire Department. He noted that interviews for the position will start at the end of July and there is a firm indication of interest from at least three candidates from a pool of 28 who qualified. Dr. Brown hoped that by the end of August a new Medical Director would be in place. He added that some important modifications to the scope of work have been made that will focus on quality improvement and training issues.

Dr. Brown wished to bring to the Commission's attention the data report that is given to the Health Commission from the EMS Agency, the LEMSIS report. It is a system-wide report but the Fire Department provides 97% to 98% of the 911 services, so it may be called mainly a Fire Department report.

Dr. Brown indicated that there are still some areas needing improvement but progress is being made. In other areas, significant progress has been achieved and some areas where the Fire Department is exceeding the standards by a good margin. He described the report, stating that the first page was a summary of response data for the most serious calls, that is, Code 3 calls. The information is listed by 10 emergency response districts and the Presidio. He noted that in most areas the Department is exceeding standards. The main areas where improvement is needed are in the response districts of the Sunset, Ingleside and the Bayview. These are the districts of the City that have the greatest geographic distances, with geography being a major factor in any kind of response interval. He was encouraged to see that the arrival of the ALS unit, that is, the arrival of the Paramedic at the patient's side, was exceeding the standard in all districts.

Dr. Brown believed that with the redeployment of the ambulances in a dynamic mode, when ambulances will be moved by time of day and location of the predominant calls, will further reduce response time in some areas. Since those units will be handling the busier districts downtown and the Mission district, other ambulances will be repositioned in those geographic districts with longer distances, thus cutting down on response intervals. He was pleased that excellent progress was being made in this area.

Dr. Brown added that the "first unit standard" can also be met by a defibrillator and a trained lay responder. The Department had sponsored a number of public access defibrillator programs under Dr. Isaacs' leadership, and he hoped that the new Medical Director would continue the program because it will provide an additional level of protection.

Dr. Brown recounted some other issues, among them were (1) the process of implementing a patient tracking system; (2) the annual ambulance inspection cycle starting this summer; and (3) the work of the Department's EMS quality improvement unit, including the drop in exception reports.

In closing, Dr. Brown stated that he remained concerned about the length of consecutive time on duty for Paramedics. He was working with Chief Howes on that issue and will continue to meet with others in the Department. He added that he has met with both classes of H3 Level 2 Paramedics coming into the Department and was pleased that they were a good group with considerable EMS experience.

Pete Howes, Assistant Deputy Chief, EMS Chief, added that he was aware regarding fatigue in the field and has been putting measures into place to reduce the overall call volume to certain units and stabilizing the situation with fatigue in the field.

Chief Howes referred to the injury prevention program that Dr. Brown had mentioned and stated that the Department is discussing the program with the Department of Public Health. At issue are falls by primarily the elderly people, that become life-changing falls without the elderly persons ever returning to their homes. Under discussion are some methods to train first responders to recognize hazards in the home that cause accidents and falls, and refer these to other Department and the Department of Public Health.

Discussion ensued with Commissioner asking questions and Dr. Brown, Chief Hayes-White and Chief Howes responding.



Commissioner Nakajo wished to know about the process of selecting a new medical Director and whether it was a national search. Dr. Brown responded that it was a local search since someone needed to be found quickly to fill in Dr. Isaacs remaining contract. After that, it will be the Chief's decision for the new contract position.

Dr. Brown noted that Chief Hayes-White, Chief Howes and he, as well as the Director of the Emergency Department at SF General Hospital, developed the criteria for qualifications: emergency physician, licensed in California, actively practicing and directing Paramedics at a base station. This produced a pool of 28 physicians who were asked to submit a letter of intent with a CV (Curriculum Vitae). Candidates will be interviewed before a panel consisting of representatives from the Emergency Physicians Association, a field provider, from dispatch at ECD and representatives from the Department's Command Staff. The first interviews have been scheduled for July 24<sup>th</sup>.

Commissioner Conroy, referring to his ride-along in an ambulance, became aware of the length of time an ambulance was out of service due to delivering a patient to a preferred hospital instead of taking them to the closest emergency room. Dr. Brown responded that this was an extension of the right of the patient to determine the type of treatment they received, with some exceptions, such as trauma patients being taken to SF General since it had the only trauma center in the city.

Commissioner Conroy wished to know about Dr. Brown's concern over the length of tour for Paramedics and, specifically, what that time was. Dr. Brown responded that there is more medical literature available about the effect of the duration of work, that is, consecutive hours of work, on medical decisions. Studies have indicated that there are drop-offs in competency in medical decision-making that occur after a certain number of hours, with the first drop-off occurring after eight hours.

#### REPORT FROM OPERATIONS

Richard E. Kochevar, Deputy Chief, Operations, reporting on overall operations during the period June 7 through July 11, 2006, and a report from the Emergency Medical Services Division regarding EMS Division activities.

Richard Kochevar, Deputy Chief, Operations, provided the report for the period of June 7, 2006 through July 11, 2008. There had been three Greater Alarms and 41 working fires. The greater alarm fires resulted in: a total of \$855,000 and (1) \$650,000 in property damage; (2) \$205,000 in content damage; (3) no exposure property damage; (4) no exposure content damage; (5) no civilians injured; (6) 1 firefighter injured; and (7) 16 people were displaced.

A wildland live burn drill was conducted at Camp Parks in Dublin, CA on June 26<sup>th</sup> and 27<sup>th</sup> with SFFD members participating in live wildland fire situations. A strike team (5 units of the same type and a leader) was sent to the live burn area each day. Feedback was positive from the staff at Camp Parks.

Module 6 - Company Performance Evaluations (Company-based Modular Training) was concluded June 27<sup>th</sup>. Training included Engine Company hose evaluations, SCBA (Self Contained Breathing Apparatus) proficiency, laddering and search operations.

July 4<sup>th</sup> Special Operations at Fisherman's Wharf - Chief Barden, Division 2, was the overall incident commander, with Battalion 4, Rescue Captain 2, Engine 28, Engine 13, Medic 12, Medic 29 and Ambulance 71 participating. The event went well and the Department responded to several minor incidents. In the south east end of the city, near Candlestick Park, several slow-

burning grass fires were started due to use of "commercial grade" fireworks. Fire Marshal Schultheis has been directed to meet with the Police Department to discuss future planning on containing or eliminating such activity.

Chief Kochevar referred the Commission to photographs in his written report and described pertinent details about them. He mentioned some complaint letters that he was in the process of answering but he still needed to do a bit more research.

Discussion ensued with Commissioners asking questions and Chief Kochevar and Chief Hayes-White responding.

*Commissioner Nakajo*, referring to Chief Hayes-White's planned attendance at a Local 798 member meeting, suggested that she also attend other employee organizations' meetings, such as the Asian Firefighters, the Black Firefighters and United Fire Service Women. Chief Hayes-White responded that she had just attended a United Fire Service Women meeting, and encouraged them to meet more often; she will be attending the Black Firefighters Association meeting next week.

Furthermore, Commissioner Nakajo was concerned regarding NERT program funding. He believed that obtaining corporate sponsorship of NERT by the Department was an accomplishment but it should be considered funding that is above and beyond the funding that the program should receive from the City. Chief Hayes-White responded that she agreed with Commissioner Nakajo and planned to place it in next year's budget. She added that the public wants disaster-type of information, and NERT is training ever more increasing numbers of citizens.

*Commissioner Conroy*, referring to the San Andreas incident, asked whether a global positioning device (GPS) could be provided to Trucks and Engines, as it is to 70-series medic units, so that call locations could be quickly determined. Chief Kochevar responded that he would endorse the idea of a GPS device on rigs. He mentioned that usually a station would have a "run book", which described exactly how to get to a particular box. In addition, stations should perform driving orientation drills in their first alarm area on Saturdays when they do hydrant inspections.

Chief Massetani explained that a GPS unit costs \$550 and, if installed in 80 units, the amount would be \$42,000. Commissioner Makras suggested that it be placed in next year's budget since it would be advantageous to the Department to be able to quickly find the sites of emergencies.

Commissioner Conroy wished to have more detail about the Department Operations Center (DOC) and how it would function in an emergency. Chief Hayes-White responded that the DOC would be involved in Department operations, whereas the city's policy group - the Mayor and Department heads - would convene at the EOC (Emergency Operations Center) on Turk Street. She added that the Deputy Chief of Administration would assist and work with her for a citywide coordinated response at the EOC. The Deputy Chief of Operations would remain at the DOC and (1) track the Department's resources; (2) decide whether or not to modify the resources that are being called to certain incidents, if there are multiple incidents; (3) prioritize how the Department's resources are deployed; and (4) feed information based on the overall operations of the Fire Department to the EOC, where requests for support or resources are being received from other agencies.

Commissioner Conroy wished to know if the DOC was compromised, where would its function be carried out. Chief Hayes-White responded that the most likely place would be at one of



stations that houses a Division Chief or possibly even a mobile DOC.

## PERSONNEL REPORTS

### a. Physician's Report

Submitting biweekly report of Fire Department Physician concerning disability injuries, June 3 through June 16, 2006.

### b. Appointments

Reporting the following PROBATIONARY appointments effective *JUNE 19, 2006*:

#### *H3 Level II Paramedic*

<i>Name</i>	<i>Vice</i>
Richard F. Archibald	Norman Rooker, resigned
Clementino L. Avila II	Jose Valencia, resigned
Christopher E. Bonn	Leif Juliussen, Jr., resigned
Nicholas A. Brady	John Marberry, resigned
William Cheng	Annual Salary Ordinance Authorized
Anthony Ibarra	Annual Salary Ordinance Authorized
Dennis M. Frazer	Annual Salary Ordinance Authorized
Joshua B. Hoyt	Annual Salary Ordinance Authorized
Judith A Ingram	Annual Salary Ordinance Authorized
Timothy P. Kelly	Annual Salary Ordinance Authorized
David J. Kimmel	Annual Salary Ordinance Authorized
Scott D. McFall	Annual Salary Ordinance Authorized
Kristopher L. Moore	Annual Salary Ordinance Authorized
David A. Pagan	Annual Salary Ordinance Authorized
Derek C. Powell	Annual Salary Ordinance Authorized
Robert J. Recendez	Annual Salary Ordinance Authorized
Veronica E. Riddick	Annual Salary Ordinance Authorized
Gabriel J. Rodriguez	Annual Salary Ordinance Authorized
Jed B. Soliven	Annual Salary Ordinance Authorized
Stephanie L. Speizer	Annual Salary Ordinance Authorized
Shannon Stabile	Annual Salary Ordinance Authorized
Brian Washington	Annual Salary Ordinance Authorized
Edward Alexander	Annual Salary Ordinance Authorized
Thang D. Vo	Annual Salary Ordinance Authorized

Reporting the following PROBATIONARY appointments effective *JUNE 17, 2006*:

#### *1042 IS Engineer-Journey*

Leon K. Wong (vice: tx'd from Greg Holmes' 1023 position)  
Gregory A. Holmes (vice: tx'd from Leon Wong's 1023 position)

### c. Retirements

Communications received from Retirement Board indicating the following members have retired:

Name	Rank	Type	Retirement Date
Mabutas, Romero	H40 Battalion Chief	Service	Jun. 08, 2006
Ho, Lawrence	H3 Firefighter/Paramedic	Ind. Dis.	Jan. 05, 2003
Sprung, Stuart G.	H3 Firefighter/Paramedic	Ind. Dis.	Mar. 01, 2005
Purcell, Kim L.	H1 Fire Rescue Paramedic	Ind. Dis.	Dec. 06, 2003

(Retirement Certificates will be presented at Fire Commission Meeting of August 24, 2006)

d. Resignation

Reporting resignation of H3 Firefighter/Paramedic Steven M. Ardigo, effective June 29, 2006. (Approximate length of service – four years.)

e. Leaves

Reporting leave of absence with pay for Deputy Chief, Administration, Gary Massetani, and Acting Lieutenant William Storti, for three days, July 10 through July 12, 2006, in order to travel to Arlington, Virginia, to attend the 2006 Performance Management for Fire Departments conference. Funds for this trip are included in the 2005-2006 budget. They will not be replaced.

Reporting leave of absence with pay for Lieutenant John Hickey for four days, June 6 through June 9, 2006, in order to attend a pre-construction meeting for the new Hazardous Materials unit, in Samford, Florida. All expenses were included in the 2005-06 budget. Lieutenant Hickey needed to be replaced on June 8, 2006.

Reporting leave of absence with pay for Captain William Mitchell, Inspectors Donald Fields and John Darmanin, Bureau of Fire Prevention, for five days, October 2 through October 6, 2006, in order to attend *Fire Prevention 2C* class, presented by the Industrial Emergency Council in San Carlos, California. All expenses will be paid by the members, and reimbursed through the Training Committee. They will not be replaced.

Reporting leave of absence with pay for Inspector John Darmanin, Bureau of Fire Prevention, for five days, November 13 through November 17, 2006, in order to attend *Fire Prevention 3A* class, presented by the Industrial Emergency Council in San Carlos, California. All expenses will be paid by Inspector Darmanin, and reimbursed through the Training Committee. He will not be replaced.

ACCIDENT REPORTS

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	Accident No.	Accident Date	Serial No.	Category	Recommendation
Medic 38	05-6-181	5/10/2006	744	A	File
Cause:	Driving skill deficiency - While being moved out of the station, Medic 38 struck a parked civilian vehicle with left side of ambulance				
Ambulance 95	05-6-182	5/11/2006	733	B	Bill
Cause:	Struck by vehicle - While parked, Ambulance 95 was struck by a civilian vehicle which broke the mirror of Ambulance 95				



Truck 14	05-6-183	5/12/2006	611	A	File
Cause:	Driver and tiller inattention - While backing into quarters without spotters, Trk 14 backed over a brand new motorcycle				
Engine 5	05-6-184	5/12/2006	546	A	File
Cause:	Driver inattention - While backing up outside station, Eng 5 struck the siren of Trk 5 parked behind it				
Engine 33	05-6-185	5/14/2006	527	A	File
Cause:	Misjudged clearance - While responding to an incident and turning right, Eng 33 struck a parked civilian vehicle				
Medic 41	05-6-186	5/15/2006	753	B	Bill
Cause:	Struck by vehicle - While travelling southbound on 5th Street, Medic 41 was struck by a civilian vehicle that was attempting to avoid a parked car				
EMS RC 1	05-6-187	5/15/2006	378	B	File
Cause:	Hit and run - While parked at an incident, EMS RC 1 was struck by a civilian vehicle that left the scene				
Engine 38	05-6-188	5/17/2006	538	A	File
Cause:	Driver inattention - While responding to an incident, Eng 38 struck a civilian vehicle that had pulled over				
Medic 5	05-6-189	5/20/2006	747	A	File
Cause:	Driver inattention - While responding with red lights and siren and pulling into a parking lot, Medic 5 struck an overhang				
Engine 10	05-6-190	5/29/2006	556	A	File
Cause:	Misjudged clearance - While backing into quarters, Eng 10 struck stanchion outside the parking bay				

*Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.*

*Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules*

*Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.*

There was no public comment.

President Conroy directed that the report be accepted and incorporated in the minutes of today's meeting.

**6. ANNUAL STATEMENT OF PURPOSE FOR FY 2006-2007 [Action]**

There was no public comment.

Commissioner Nakajo moved and Commissioner Makras seconded. There were no questions or discussion and the Annual Statement of Purpose for FY 2006-2007 was adopted a vote of 3-0. (Commissioners Conroy, Nakajo, Makras)

**7. ADJOURNMENT**

President Conroy adjourned the meeting in memory of Lieutenant John Baxter. The meeting was adjourned at 8:10 PM.

Tania Bauer  
Secretary



## FIRE COMMISSION SPECIAL MEETING

Thursday, July 27, 2006 – 4:00 PM

698 Second Street, Room 221, San Francisco, California 94107

## AGENDA

DOCUMENTS DEPT.

Item No.

## 1. ROLL CALL

JUL 24 2006

President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	George Lau
Commissioner	Victor Makras

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2. CLOSED SESSION TO CONFER WITH LEGAL COUNSEL (Continued from meeting of 3/23/06) *[Action Item]*

Pursuant to the State of California Government Code, Section 54956.9.(a) Pending Litigation, and San Francisco Administrative Code Section 67.11, the Fire Commission will meet in closed session with the City Attorney to discuss the matter of Stephen Farac v. City and County of San Francisco (Superior Court, Case No. 440-820)

1. Vote on whether to hold Closed Session
2. Public Comment on all matters pertaining to Closed Session
3. Reconvene in Open Session
  - a. Possible report on action taken in Closed Session, pursuant to Government Code Section 54957.1 and 54957.7, and San Francisco Administrative Code Section 67.14(b)
  - b. Vote to elect whether to disclose any or all Closed Session discussions, pursuant to San Francisco Administrative Code Section 67.14(a)

## 3. ADJOURNMENT






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City and County of San Francisco

## Fire Commission

July 27, 2006 (Special Meeting 4:00 PM)

### MINUTES OF THE FIRE COMMISSION SPECIAL MEETING

Thursday, July 27, 2006 – 4:00 PM

698 Second Street, Room 221, San Francisco, California 94107

The Meeting was called to order by President Conroy at 4:10 PM.

Item No.

**1. On ROLL CALL**, the following were present:

President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	George Lau
Commissioner	Victor Makras

Commissioner Clem Clarke was excused.

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**Also present**

Stacy Lucas, Deputy City Attorney  
 Katharine Porter, Deputy City Attorney  
 Tania Bauer, Commission Secretary

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**2. CLOSED SESSION TO CONFER WITH LEGAL COUNSEL** (Continued from meeting of 3/23/06) *[Action Item]*

Pursuant to the State of California Government Code, Section 54956.9.(a) Pending Litigation, and San Francisco Administrative Code Section 67.11, the Fire Commission will meet in closed session with the City Attorney to discuss the matter of Stephen Farac v. City and County of San Francisco (Superior Court, Case No. 440-820)

**1. Vote on whether to hold Closed Session**

Commissioner Lau moved for closed session and Commissioner Nakajo seconded. The motion was unanimously approved by a vote of 4-0 (Lau, Nakajo, Makras Conroy). The Commission went into closed session at 4:10 PM.

**2. Public Comment on all matters pertaining to Closed Session**

There was no public comment.

**3. Reconvene in Open Session**

The Commission reconvened in open session at 4:20 PM

**a. Possible report on action taken in Closed Session, pursuant to Government Code**

**Section 54957.1 and 54957.7, and San Francisco Administrative Code Section 67.14(b)**

Commissioner Conroy reported that the Commission approved the settlement as presented by the City Attorney by a vote of 4-0 (Conroy, Nakajo, Lau, Makras)

**b. Vote to elect whether to disclose any or all Closed Session discussions, pursuant**

**to San Francisco Administrative Code Section 67.14(a)**

Commissioner Conroy reported that the Commission elected not to disclose any closed session discussion.

**3. ADJOURNMENT**

The meeting was adjourned at 4:25 PM.

Tania Bauer  
Commission Secretary

# SAN FRANCISCO FIRE COMMISSION



## FIRE COMMISSION SPECIAL MEETING

Thursday, July 27, 2006 – 5:00 PM

698 Second Street, Room 101, San Francisco, CA 94107

### AGENDA

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07-24-07A11-18 RCV

Item  
No

#### 1. ROLL CALL

President  
Vice President  
Commissioner  
Commissioner  
Commissioner

Paul A. Conroy  
Stephen A. Nakajo  
Clem Clarke  
George Lau  
Victor Makras

Chief of Department

Joanne M. Hayes-White

#### 2. DETAILED REPORT OF FIRE DEPARTMENT'S RESPONSE TO MAJOR INCIDENTS [Discussion]

Battalion Chief David Franklin, Special Operations

#### 3. ADJOURNMENT

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**FIRE COMMISSION**  
City and County of San Francisco  
Gavin Newsom, Mayor

Paul A. Conroy, *President*  
Stephen A. Nakajo, *Vice President*  
Clementine Clarke, *Commissioner*  
George Lau, *Commissioner*  
Victor Makras, *Commissioner*



698 Second Street  
San Francisco, CA 94107  
Telephone 415.558.3451  
Fax 415.558.3413  
Tania Bauer, *Secretary*

No. 06-26

**FIRE COMMISSION REGULAR MEETING**  
Thursday – July 27, 2006 – 6:00 p.m.  
698 Second Street, Room 102, San Francisco, CA 94107

**AGENDA**

Item No.

**1. ROLL CALL**

President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	George Lau
Commissioner	Victor Makras
Chief of Department	Joanne Hayes-White

DOCUMENTS DEPT.

JUL 24 2006

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. 07-24-07A11:16 RCVD

**2. PUBLIC COMMENT**

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. Commissioners are not to enter into debate or discussion with a speaker. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

**3. RETIREMENT CERTIFICATE [Discussion]**

Reporting Award of Honorable Service to the following member:

	Type of Retirement	Years of Service	Retirement Date
Battalion Chief Theodore Corporandy	Service	28	May 01, 2006

**4. APPROVAL OF THE MINUTES [Action]**

Regular Meetings of June 22, 2006, and July 13, 2006, and Special Meeting of June 22, 2006 (4:30 p.m.).

Action to be taken: Approval of the minutes

**San Francisco Fire Commission**  
**NOTICE OF COMMISSION PROCEDURES**

**Commission Office**

The San Francisco Fire Commission Office is located at 698 Second Street, Room 220, San Francisco, CA 94107. The telephone number is (415) 558-3451; the fax number is (415) 558-3413. The web address is [www.sfgov.org/fire\\_comm/](http://www.sfgov.org/fire_comm/). Office hours are from 8:30 a.m. to 5:00 p.m. Monday through Friday.

**Documents for Public Inspection**

Documents referred to in the agenda, if more than one page in length, are available for public inspection and copying at the Commission Office.

**Information on Disability Access<sup>1</sup>**

The Fire Commission regularly meets at Fire Department Headquarters, Room 102, 698 Second Street on the 2<sup>nd</sup> and 4<sup>th</sup> Thursday of the month.

The Fire Commission meeting room is wheelchair accessible. The closest accessible MUNI lines serving this location: 15 Third, 42 Downtown Loop, and N Judah (Second and King). Additional lines serving this location are the 30 Stockton and 45 Union. For more information about MUNI accessible services, call (415) 923-6142.

The following services are available on request 48 hours prior to the meeting: (1) American Sign Language interpreters; (2) use of readers, (3) sound enhancement system, and (4) alternative formats of the agenda and minutes. Please contact the Secretary, Fire Commission, at (415) 558-3451 to make arrangements. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

**Policy on use of Cell Phones, Pagers and Similar Sound-Producing Electronic Devices at and During Public Meetings**

The ringing and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

**Know your Rights under the Sunshine Ordinance**

*(Chapter 67 of the San Francisco Administrative Code)*

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance, or to report a violation of the ordinance, or to obtain a free copy of the Sunshine Ordinance, contact Donna Hall, Administrator of the Sunshine Ordinance Task Force, 1 Dr. Canton B. Goodlett Place, Room 409, San Francisco, CA 94 102-4683 at (415) 554-7724, by fax: (415) 554-7854, by e-mail: [Donna.Hall@sfgov.org](mailto:Donna.Hall@sfgov.org) or on the City's website at [www.sfgov.org/bdsupvrs/sunshine](http://www.sfgov.org/bdsupvrs/sunshine).

**San Francisco Lobbyist Ordinance**

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist (SF Campaign & Governmental Conduct Code § 2.100) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the San Francisco Ethics Commission at 30 Van Ness Ave., Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and web site <http://www.sfgov.org/ethics/>.

**5. COMMUNICATIONS RECEIVED BY COMMISSION [Discussion]**

(July 6, 2006, through July 20, 2006)

**COMMUNICATIONS ADDRESSED DIRECTLY TO THE COMMISSION**

1. From Paul Barry, President, SFFD Historical Society, submitting report on the expenditure of funds from the Willmann Trust for the 2<sup>nd</sup> quarter of 2006. Commissioners and Chief of Department.
2. From Maureen McCaffrey, writing as a concerned resident of San Francisco, and requesting that the NERT program be maintained and expanded since it alone will make the difference for most citizens in surviving the next earthquake. Commissioners, Chief of Department and Deputy Chief, Administration.
3. From Gerri Hayes, writing in support of funding the NERT program since it will save many lives, reduce the cost of healthcare for related injuries in the aftermath of an earthquake and provide a model for other areas that constantly deal with natural disasters. Commissioners, Chief of Department and Deputy Chief, Administration.
4. From Sean Hunt, commenting on the events at Station 32 and noting that the keeping of the incident "in house" was a better resolution than bringing it to the attention of officers and other City officials. Commissioners, Chief of Department and Deputy Chief, Operations.
5. From Magdalene Mumm, thanking the Commission for making NERT training available without a fee to average people in neighborhoods and praising the hands-on skills training. Commissioners, Chief of Department and Deputy Chief, Administration.

**COMMENDATIONS AND LETTERS OF RECOGNITION**

1. From Marie Robinson, Librarian, Jefferson Elementary, thanking Captain Ramona Williams and her crew for participating in the "Read Aloud" days at the schools and sending pictures of the children enjoying themselves. Commissioners, Chief of Department and Deputy Chief, Operations.
2. From Marty Ross, T/Battalion Chief, SFFD, acknowledging and praising the members of the BOE (Bureau of Equipment) for their tireless efforts and professionalism - their expertise, work ethic and knowledge keeps the Department running. Commissioners, Chief of Department and Deputy Chief, Operations.

**6. DISCIPLINARY HEARING ASSIGNMENT [Discussion]**

Assignment of disciplinary matters pending against the following member(s) to an individual Commissioner for the taking of evidence on a date to be determined by the assigned Commissioner.

<i>Name</i>	<i>Case No.</i>	<i>Type of Case</i>
Acting Investigator Dennis King	06 – 4	Formal Complaint



## 7. CHIEF OF DEPARTMENT'S REPORT [Discussion]

### REPORT FROM CHIEF OF DEPARTMENT

Report from Chief of Department Joanne Hayes-White on current issues, including discussion of the current budget, updates on Divisions within the Department, including Operations, EMS and EMS Reconfiguration.

### REPORT FROM ADMINISTRATION

Report from Gary P. Massetani, Deputy Chief, Administration, with continuing discussion of the current budget and updates on Administrative Divisions.

### PERSONNEL REPORTS

#### a. Division of Training

Submitting monthly report from Division of Training concerning activities performed during June 2006.

#### b. Physician's Report

Submitting biweekly report of Fire Department Physician concerning disability injuries, June 17 through June 30, 2006.

#### c. Appointment

Reporting the following PROBATIONARY appointment effective *JULY 17, 2006*:

*1820 Junior Administrative Analyst*

Jenny C. Gong (vice: ASO Authorized)

#### d. Retirements

Communications received from Retirement Board indicating the following members have retired:

<i>Name</i>	<i>Rank</i>	<i>Type</i>	<i>Retirement Date</i>
Shortall, Richard C.	H51 Assistant Deputy Chief II	Service	Jul. 01, 2006
Cunnie, Michael J.	H40 Battalion Chief	Service	Jul. 02, 2006
Harrington, James P.	H40 Battalion Chief	Service	Jul. 01, 2006
Carey, James M.	H30 Captain	Service	Jun. 30, 2006
Flaherty, Stephen A.	H30 Captain	Service	Jul. 15, 2006
Buddington, Patrick W.	H20 Lieutenant	Service	Jul. 07, 2006
Cole, Gardner E.	H20 Lieutenant	Service	Jul. 01, 2006
Coyne, James M.	H20 Lieutenant	Service	Jun. 30, 2006
Crane, Patrick E.	H20 Lieutenant	Service	Jul. 15, 2006
McDonagh, Thomas F.	H20 Lieutenant	Service	Jun. 29, 2006
Keller, Scott A.	H3 Firefighter/Paramedic	Service	Jul. 01, 2006
Creedon, George A.	H2 Firefighter	Service	May 30, 2006
Gurman, Robert I.	H2 Firefighter	Service	Jul. 01, 2006
Masterson, Thomas M.	H2 Firefighter	Service	Jun. 29, 2006
Lomboy Jr., Felino	1652 Senior Accountant	Service	Jul. 01, 2006

*(Retirement Certificates will be presented at Fire Commission Meeting of September 28, 2006)*



e. Suspension

Reporting the following suspension:

<i>No./Rank of Members</i>	<i>Unit</i>	<i>Days Suspended</i>	<i>Dates</i>	<i>Violation of</i>
1 H3 FF/PM	Engine 40	2	05-16-06 thru 05-17-06	Sec. 3926 (Tardiness & Failure to Report)

f. Resignations

Reporting resignations of the following:

H3 Firefighter/Paramedic Nancy A. Allen, effective June 27, 2006. (Approximate length of service – 12 years and nine months.)

H3 Firefighter/Paramedic Erik Rubalcava, effective close of business July 1, 2006. (Approximate length of service – nine months.)

g. Leaves

Reporting leaves of absence with pay for the time period from April 2006 through January 2007 for the following:

<i>No. of Members</i>	<i>Rank</i>	<i>Total amount of leave (days)</i>
23	H2 Firefighter	410
7	H3 Firefighter/Paramedic	80
1	H4 Fire Inspector	16
1	H6 Fire Investigator	20
7	H20 Lieutenant	204
Total Number of Days with Pay		730

Reporting intermittent leaves with pay for the time period from May 2006 through August 2007 for the following:

<i>No. of Members</i>	<i>Rank</i>	<i>Dates of leave</i>
1	H2 Firefighter	June 20, 2006–June20,2007
1	H2 Firefighter	Sept 18, 2006–July 11,2007
1	H2 Firefighter	May 18, 2006– Nov 30, 2006
1	H2 Firefighter	June 1, 2006– May 31, 2007
1	H2 Firefighter	July 24, 2006 – July 24,2007
1	H2 Firefighter	June 18,2006–June 17,2007
1	H2 Firefighter	July 1, 2006 – July 1, 2007
1	H2 Firefighter	July 25, 2006– May 21, 2007
1	H2 Firefighter	July 29, 2006– July 28, 2007
1	H2 Firefighter	Aug 1, 2006 – July 31, 2007
1	H2 Firefighter	Sept 1, 2006 – May 6, 2007
1	H2 Firefighter	May 7, 2006 – May 6, 2007
1	H6 Fire Investigator	Aug 1, 2006 – Aug 1, 2007
1	H20 Lieutenant	May 20, 2006–May 20, 2007
1	H20 Lieutenant	June 26,2006–June26, 2007
1	H30 Captain	Aug 25, 2006– Aug 24, 2007

Reporting leaves of absence without pay for the time period from April 2006 through September 2006 for the following:

<i>No of Members</i>	<i>Rank</i>	<i>Total amount of leave (days)</i>
4	H2 Firefighter	380
1	H3 Firefighter/Paramedic	16
Total number of Days w/o Pay		496

h. Military Leave

Reporting approval of application from one member for Military Leave of Absence with pay, in order to comply with Military Orders received from his commanding officer:

<i>Name</i>	<i>Rank</i>	<i>Dates</i>	<i>Days</i>	<i>Military Organization</i>	<i>Purpose</i>
Caulder, Leonard MSGT	H3 FF/PM	07-08-06 (2000) to 07-09-06 (0800)	one	US Air Force Res. Travis AFB, CA	Attend Active Duty Training

ACCIDENT REPORTS

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	<i>Accident No.</i>	<i>Accident Date</i>	<i>Serial No.</i>	<i>Category</i>	<i>Recommendation</i>
Engine 19	05-6-191	5/30/2006	591	C	File
Cause:	Misjudged clearance - While travelling pass a slow moving vehicle, Eng 19 contacted and broke other vehicle's mirror				
Medic 13	05-6-192	6/1/2006	741	A	File
Cause:	Driver inattention - While backing up without a spotter, Medic 13 struck a parked civilian vehicle				
Medic 9	05-6-193	6/1/2006		A	File
Cause:	Driver inattention - While backing up at an incident, Medic 9 struck Eng 25				
Truck 15	05-6-194	6/3/2006	622	A	File
Cause:	Tiller skill deficiency - While backing into quarters and realigning, Trk 15 struck the side of the exit bay when the tiller operator turned the steering wheel the wrong way				
Engine 17	05-6-195	6/4/2006	544	A	File
Cause:	Driver inattention - While moving Eng 17, driver did not realize that its wheels were curbed and subsequently Eng 17 turned into a parked civilian vehicle				

Medic 78	05-6-196	6/13/2006	0	C	File
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Cause: Lack of defensive driving techniques - While responding with red lights and siren, Medic 78 did not gain control of the intersection and struck a civilian vehicle

Engine 15	05-6-197	6/14/2006	510	B	Bill
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Cause: Struck by vehicle - While responding with red lights and siren, Eng 15 was struck by a vehicle that failed to remain stopped until after Eng 15 has passed by

Medic 71	05-6-198	6/17/2006	722	B	File
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Cause: Struck by vehicle (hit and run) - While travelling southbound on Hwy 101, Medic 71 was sideswiped by a vehicle that left the scene

Medic 18	05-6-199	6/22/2006	719	A	File
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Cause: Driver inattention - While attempting to back into station, Medic 18 struck Trk 18's apparatus door; spotters were not properly utilized

Ambulance 73	05-6-200	6/25/2006	740	A	File
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Cause: Misjudged clearance - While travelling north on Stanyan Street, Amb 73 struck and broke the mirror of a parked pickup truck

*Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.*

*Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.*

*Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.*

## 8. ADJOURNMENT

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**FIRE COMMISSION**  
City and County of San Francisco  
Gavin Newsom, Mayor

Paul A. Conroy, *President*  
Stephen A. Nakajo, *Vice President*  
Clementine Clarke, *Commissioner*  
George Lau, *Commissioner*  
Victor Makras, *Commissioner*



698 Second Street  
San Francisco, CA 94107  
Telephone 415.558.3451  
Fax 415.558.3413  
Tania Bauer, *Secretary*  
No. 06-27

**MINUTES OF THE FIRE COMMISSION**

**Regular Meeting – Thursday – July 27, 2006 – 6:00 p.m.**  
698 Second Street, Room 102, San Francisco, CA 94107

The meeting was called to order by President Conroy at 6:20 PM

Item No.

**1. ON ROLL CALL**, the following were noted present:

President Paul A. Conroy  
Vice President Stephen A. Nakajo  
Commissioner Clem Clarke  
Commissioner George Lau  
Commissioner Victor Makras

Joanne M. Hayes-White  
Richard E. Kochevar  
Gary P. Massetani

Chief of Department  
Deputy Chief, Operations  
Deputy Chief, Administration

**Assistant Deputy Chiefs – Staff:**

Patrick J. Casserly  
Peter Howes  
Barbara A. Schultheis  
Lorrie A. Kalos  
Thomas A. Siragusa  
Robert Navarro

Division of Airports  
Division of Emergency Medical Services  
Division of Fire Prevention and Investigation  
Division of Support Services  
Division of Training  
Division of Homeland Security

**Chief Officers – Firefighting Services:**

James Barden  
Aaron C. Stevenson

Division 2  
Division 3

**2. PUBLIC COMMENT**

*Lorrie Beth Slonsky*, retired H1 Paramedic, recounted her and Larry Bradshaw's survival of Hurricane Katrina and how difficult it was for so many people without food and water and it seemed that no relief agency had anything to offer, not even a bottle of water. Ms. Slonsky believes that this Fire Department is not prepared to sustain its crews in the field with water and basic food supplies for a minimum of 72 hours, and she hoped that the Department and Fire Commission would not fall back on financial or bureaucratic excuses as to why they are not prepared.

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*Alan White*, expressed his thanks to the Commission for the attitude, devotion and commitment of the firefighters of this city, when he recently lost all his possessions in a fire. He had felt helpless and overwhelmed by the smoke and the darkness but the firefighters of San Francisco understood this in a way that he had never seen demonstrated before.

*Joel Sato*, President, Asian Firefighters Association, wished to thank the members of the Commission and the Administration for supporting the recent AFA event honoring retired Assistant Deputy Chief Paul Chin, Commissioner Stephen Nakajo and Firefighter Keith Onishi. He hoped everyone had an enjoyable evening.

### **3. RETIREMENT CERTIFICATE [Discussion]**

Reporting Award of Honorable Service to the following member:

	<i>Type of Retirement</i>	<i>Years of Service</i>	<i>Retirement Date</i>
Battalion Chief Theodore Corporandy	Service	28	May 01, 2006

Thomas Siragusa, Assistant Deputy Chief, spoke on behalf of retired Battalion Chief Corporandy since he could not be at the meeting. Chief Siragusa recounted his friendship with Chief Corporandy over the past twenty years. He noted that Chief Corporandy had made a real difference in the Department and, as well as to others, as he had reached out across the country for forceful entry, for firefighter safety and for ventilation. Chief Siragusa congratulated him on his retirement and stated that such a valuable member of the Department will be truly missed.

### **4. APPROVAL OF THE MINUTES [Action]**

Regular Meetings of June 22, 2006, and July 13, 2006, and Special Meeting of June 22, 2006 (4:30 p.m.).

There was no public comment.

Commissioner Makras moved and Commissioner Clarke seconded. There were no questions or discussion and the minutes were adopted as presented by a vote of 5-0 (Conroy, Nakajo, Clarke, Lau, Makras).

### **5. COMMUNICATIONS RECEIVED BY COMMISSION [Discussion]** (July 6, 2006, through July 20, 2006)

#### **COMMUNICATIONS ADDRESSED DIRECTLY TO THE COMMISSION**

1. From Paul Barry, President, SFFD Historical Society, submitting report on the expenditure of funds from the Willmann Trust for the 2<sup>nd</sup> quarter of 2006. Commissioners and Chief of Department.
2. From Maureen McCaffrey, writing as a concerned resident of San Francisco, and requesting that the NERT program be maintained and expanded since it alone will make the difference for most citizens in surviving the next earthquake. Commissioners, Chief of Department and Deputy Chief, Administration.
3. From Gerri Hayes, writing in support of funding the NERT program since it will save many lives, reduce the cost of healthcare for related injuries in the aftermath of an earthquake and

provide a model for other areas that constantly deal with natural disasters. Commissioners, Chief of Department and Deputy Chief, Administration.

4. From Sean Hunt, commenting on the events at Station 32 and noting that the keeping of the incident "in house" was a better resolution than bringing it to the attention of officers and other City officials. Commissioners, Chief of Department and Deputy Chief, Operations.

5. From Magdalene Mumm, thanking the Commission for making NERT training available without a fee to average people in neighborhoods and praising the hands-on skills training. Commissioners, Chief of Department and Deputy Chief, Administration.

#### COMMENDATIONS AND LETTERS OF RECOGNITION

1. From Marie Robinson, Librarian, Jefferson Elementary, thanking Captain Ramona Williams and her crew for participating in the "Read Aloud" days at the schools and sending pictures of the children enjoying themselves. Commissioners, Chief of Department and Deputy Chief, Operations.

2. From Marty Ross, T/Battalion Chief, SFFD, acknowledging and praising the members of the BOE (Bureau of Equipment) for their tireless efforts and professionalism - their expertise, work ethic and knowledge keeps the Department running. Commissioners, Chief of Department and Deputy Chief, Operations.

#### 6. DISCIPLINARY HEARING ASSIGNMENT [Discussion]

Assignment of disciplinary matters pending against the following member(s) to an individual Commissioner for the taking of evidence on a date to be determined by the assigned Commissioner.

Name	Case No.	Type of Case	Commissioner
Acting Investigator Dennis King	06 – 4	Formal Complaint	

President Conroy stated that this matter will be heard by the full Commission and the Secretary will be in touch with Commissioners, as well as with the member's representative and the Department's representative to set a time and date for the hearing.

#### 7. CHIEF OF DEPARTMENT'S REPORT [Discussion]

##### REPORT FROM CHIEF OF DEPARTMENT

Report from Chief of Department Joanne Hayes-White on current issues, including discussion of the current budget, updates on Divisions within the Department, including Operations, EMS and EMS Reconfiguration.

Chief Hayes-White presented the report.

Town Hall Meeting - The Administration reported on milestones attained in the EMS Reconfiguration to some 60-plus members in attendance. Discussion centered on workload issues with valuable feedback from members, as well as the Department being able to communicate that it takes time to plan and that it is a phased implementation since there were no previous guidelines nor model provided on how to do an EMS reconfiguration.

Significant progress has been made, particularly in the outlying districts of the city as related to transporting units (ambulances) being on the scene within the 90<sup>th</sup> percentile of 10 minutes or



less, which is the standard that the Department must achieve in Code 3 calls as mandated by the Emergency Medical Services Agency.

Considerable discussion also took place regarding the deployment of 42 ALS engine companies. The Department is still committed to this goal believing that it is achievable, although it will take some time. Chief Hayes-White thanked the Commission for their support and noted that she will continue to provide updates.

Training - Module 7 (Thermal Imaging Camera; Medical Emergency Training; Engine Evolutions and EMS Protocols) of Battalion-based training is currently underway at Treasure Island.

EVOC (Emergency Vehicle Operation Course) has been completed in Sacramento by ten Department members. This was a train-the-trainer course and the Division of Training will develop the implementation of the EVOC for Department members.

Mutual Aid - The Department responded to a request by the State and activated OES rig 248 sending it on July 14<sup>th</sup> with four members to Southern California to assist with wildfires. On July 24<sup>th</sup> another request was received to deploy OES rig 248, with crew and a strike team leader, to the mobilization center in Chino to be further deployed to the San Diego area wildland fires. Chief Hayes-White added that the California mutual aid system is a model for the nation and she hoped that should San Francisco need assistance that it will come from the State as well as other agencies.

H3 Level 2 Paramedic Academy Class - The Department will be graduating 24 members, with no members lost, at the Treasure Island Training Facility on August 4, 2006. The very next day, these members will be in the field assisting with the dynamically deployed ambulances and peak period staffing. After considerable analysis, the Department staffing will now be more concentrated at late evening and early morning hours to provide additional relief to the three station-based medic units, namely, Medic 5, Medic 38 and Medic 13. The Department is hopeful that this will relieve some of the workload issues.

Division of Training Investigation - The allegations of disparate treatment to certain groups was investigated by the Department of Human Resources (DHR) and the City Attorney's Office and the conclusion was that there was no merit to the allegations. There were some recommendations of a general nature. One recommendation by DHR was that the Department review the curriculum at the Division of Training and the Recruit Academy to ensure that it remains relevant and that it consider participating in a job analysis for entry-level H2s. The last job analysis was conducted in 2000. 150 members from the Department will participate, under a Ford Foundation grant, in a study of skills, knowledge and ability of H2 Firefighter conducted by DHR.

Promotional Process - The H30 exam remains scheduled for October/November 2006. A job analysis, utilizing 24 permanent Captains, will be performed to review related responsibilities, knowledge and skills required of a captain. At that time, the job announcement will be posted, which has already been provided to the bargaining unit as per Civil Service rule for a 15-day review. The job announcement will be posted in conjunction with a study guide outlining what material will be covered in the test process. The Department's goal is to have job announcement posted four to six weeks before the administration of the actual examination.

Employee Group Meetings - Chief Hayes-White has met with Local 798 on July 13<sup>th</sup> and on July 18<sup>th</sup> with members of the Black Firefighters Association. She will be meeting with the United Fire Service Women on August 15<sup>th</sup> at their general membership meeting. Chief Hayes-White



believes these meetings to be a win-win situation for both sides and tries to be as communicative as possible.

In closing, Chief Hayes-White wished to acknowledge the Asian Firefighters Association, particularly, their Executive Board. There were 400 members present at an event coordinated by the Asian Firefighters on July 21<sup>st</sup> and she was honored to present an award to retired Fire Marshal Paul Chin. Chief Hayes-White noted how impressed she always was with the Asian Firefighters Association and that any they undertook to carry something out, it was done first class. The dinner had been a tribute to three members valued by the Department, namely, retired Fire Marshal Paul Chin, Commissioner Stephen Nakajo and Firefighter Keith Onishi.

Chief Hayes-White added that she had some sad news: a police officer lost his life in the line of duty early on the morning of July 26<sup>th</sup>. Valiant attempts were made by Department members to resuscitate Officer Nick-Tomasito Birco at the scene and on the way to the trauma center at San Francisco General Hospital and, also, by the hospital staff but the attempts were not successful.

*Commissioner Makras*, referring to the Division of Training investigation, wished to know if the document prepared for the City Attorney's Office by DHR regarding the allegations would be made available to the Commission. Deputy City Attorney Porter responded that she was not aware that there had been a specific request made to review the report or the investigative materials. She understood that it had been a question of whether it could be discussed at a Commission meeting and whether a closed session was necessary. She stated that she would look into the matter. Commissioner Makras responded that he believed that there were recommendations made to the Department and he wished to see them. Further discussion ensued regarding if the document was privileged. Ms. Porter stated that she would look further into the matter and also review the rules on closed sessions in case the Commission wished one.

*Commissioner Lau*, referred to a grant that the Department wished to fund the EVOC program with, and wished to know if the grant had been received since Department members were being sent to EVOC training. Chief Massetani responded that the grant request had been for a simulator and not for actual EVOC training. Money for the EVOC training was received from the General Fund in this fiscal year. The grant was for \$800,000 and entailed two complete simulators and was turned down. The Department is still trying to obtain the simulator for the Division of Training and plans to incorporate it with the EVOC training.

#### REPORT FROM ADMINISTRATION

Report from Gary P. Massetani, Deputy Chief, Administration, with continuing discussion of the current budget and updates on Administrative Divisions.

FY 2005-06 Budget - The Department finished the fiscal year with a \$670,000 surplus due to higher revenues in the Bureau of Fire Prevention even though EMS billings came in \$2.3 million below budget.

FY 2006-07 Budget - The Board of Supervisors reduced the Department's budget by \$666,000 from the General Fund allocation. The reduction from the General Fund, approximately \$305,000, affect salary and fringe benefits, and a \$150,000 cut line item expenditures. \$213,000 of the reductions is from the backfill of the UASI grants.

Division of Training - DOT is conducting thermal imaging camera training at the Treasure Island Training Facility. All Battalion Chiefs and trucks will be issued cameras by the end of the fiscal year. Funding for the cameras came from Homeland Security and from a settlement with PG&E related to the fires in their vaults in previous years.

Planning and Research - The section continues to monitor EMS response times and workloads. Response times in Battalions 8, 9 and 10 continue to improve.

The section is also working with the Emergency Communications Center dispatch to implement new positions for the dynamically deployed ambulances. Currently, during Phase 1 of the dynamically deployed units, there is only one major posting for seven units and that is at 9<sup>th</sup> and Market Streets. Phase 2 will have two locations added: Broadway and Van Ness and with an overflow at Market and Castro. This will provide for a good distribution of the Department's resources and disseminate the workload throughout the Department.

In addition, the section is preparing the vacancy list for field personnel, which will be released in October and assignment transfers will take place in first part of 2007.

Support Services - Eight ambulances have been received and two have been placed in full service in the field. Four ambulances are fully stocked and awaiting EMSA inspection and certification and should be in the field by next week and the last two by the first week in August.

Chief Kalos has been working on the Department's and Headquarters card key security system. It is approximately 90% complete and the project should be fully implemented within the next 30 to 45 days.

The Bureau of Equipment (BOE) has fully equipped five relief Engines and they have been placed in various fire stations for emergency conditions in case of an employee recall. The relief apparatus will be utilized without equipment change over when vehicles have to go the Central Shops for maintenance

AWSS (Auxiliary Water Supply System) has installed a cyclone fence at Twin Peak reservoir, which should eliminate the Department's liability for children and dogs falling in the water. Security cameras have been installed at the Ashbury Tank, the Jones Street Tank, and the Twin Peaks reservoir. All cameras are being monitored by the Bureau of Electricity at the ECD Center.

Human Resources - The Division has completed the interview process for the following classifications: 1041 Engineer Associate and 7388 Utility Plumber. Development is proceeding on the job analysis for the 5215 Fire Protection Engineer. Work is proceeding on the H30 Captain's job analysis questionnaire. The Division is also coordination development and issuance of city disaster worker ID cards in collaboration with DHR.

In addition, the interview process has been completed for Dr Isaac's position. The job will be offered to Carl Spore, M.D. The Department hopes he will be reporting within 30 days.

Homeland Security Division - An audit was performed by representatives from the federal government on July 20<sup>th</sup>. A physical inspection was performed of the NERT training program and all UASI purchases over the past years. There were no major findings but more accountability was recommended for the NERT program equipment and materials, as well as training records.

Physician's Office - The Office reported 27 work-related injuries, 17 with loss of work time and five with no loss of work time. Disability leave for the month of June stood at 49 people as compared to 58 at the same time last year.

Investigative Services Bureau - 326 members have been tested overall in 40 weeks, with 30 members tested to date in this month. To date, there has been one member testing positive.



In closing, Chief Massetani announced that the Department is working on a survey that compares the ratio of administrative personnel to field personnel. There are some difficulties with terminology in the various jurisdictions. For a preliminary comparison, Chief Massetani cited the following: (1) Seattle - 15%; (2) San Diego - 10.5%; (3) Los Angeles City - 17%; (4) Los Angeles County - 16%; (5) Oakland - 19% and (6) San Francisco - between 8% and 10%. The data will be more thoroughly analyzed and a report prepared for the Commission.

Commissioner Nakajo wished to thank the Chief and her command staff for their participation in the Town Hall meeting, and in addressing the many questions and concerns of the members.

Furthermore, Commissioner Nakajo wished to thank the command staff, the Commissioners and all those who supported the Asian Firefighters Association dinner. He asked Joel Sato to express his gratitude to the rest of the Executive Board.

In closing, Commissioner Conroy added that it was a great event and that any time the Asian Firefighters Association put on an event, it was first class and well organized. He thanked them for inviting the Commission and stated that it had been a privilege to participate.

## PERSONNEL REPORTS

### a. Division of Training

Submitting monthly report from Division of Training concerning activities performed during June 2006.

### b. Physician's Report

Submitting biweekly report of Fire Department Physician concerning disability injuries, June 17 through June 30, 2006.

### c. Appointment

Reporting the following PROBATIONARY appointment effective *JULY 17, 2006*:

*1820 Junior Administrative Analyst*

Jenny C. Gong (vice: ASO Authorized)

### d. Retirements

Communications received from Retirement Board indicating the following members have retired:

<i>Name</i>	<i>Rank</i>	<i>Type</i>	<i>Retirement Date</i>
Shortall, Richard C.	H51 Assistant Deputy Chief II	Service	Jul. 01, 2006
Cunnie, Michael J.	H40 Battalion Chief	Service	Jul. 02, 2006
Harrington, James P.	H40 Battalion Chief	Service	Jul. 01, 2006
Carey, James M.	H30 Captain	Service	Jun. 30, 2006
Flaherty, Stephen A.	H30 Captain	Service	Jul. 15, 2006
Buddington, Patrick W.	H20 Lieutenant	Service	Jul. 07, 2006
Cole, Gardner E.	H20 Lieutenant	Service	Jul. 01, 2006
Coyne, James M.	H20 Lieutenant	Service	Jun. 30, 2006
Crane, Patrick E.	H20 Lieutenant	Service	Jul. 15, 2006
McDonagh, Thomas F.	H20 Lieutenant	Service	Jun. 29, 2006
Keller, Scott A.	H3 Firefighter/Paramedic	Service	Jul. 01, 2006
Creedon, George A.	H2 Firefighter	Service	May 30, 2006
Gurman, Robert I.	H2 Firefighter	Service	Jul. 01, 2006
Masterson, Thomas M.	H2 Firefighter	Service	Jun. 29, 2006

Lomboy Jr., Felino                      1652 Senior Accountant                      Service                      Jul. 01, 2006

*(Retirement Certificates will be presented at Fire Commission Meeting of September 28, 2006)*

e. Suspension

Reporting the following suspension:

<i>No./Rank of Members</i>	<i>Unit</i>	<i>Days Suspended</i>	<i>Dates</i>	<i>Violation of</i>
1 H3 FF/PM	Engine	2	05-16-06	Sec. 3926 (Tardiness &
	40		thru	Failure to Report)
			05-17-06	

f. Resignations

Reporting resignations of the following:

H3 Firefighter/Paramedic Nancy A. Allen, effective June 27, 2006. (Approximate length of service – 12 years and nine months.)

H3 Firefighter/Paramedic Erik Rubalcava, effective close of business July 1, 2006. (Approximate length of service – nine months.)

g. Leaves

Reporting leaves of absence with pay for the time period from April 2006 through January 2007 for the following:

<i>No. of Members</i>	<i>Rank</i>	<i>Total amount of leave (days)</i>
23	H2 Firefighter	410
7	H3 Firefighter/Paramedic	80
1	H4 Fire Inspector	16
1	H6 Fire Investigator	20
7	H20 Lieutenant	204
	Total Number of Days with Pay	730

Reporting intermittent leaves with pay for the time period from May 2006 through August 2007 for the following:

<i>No. of Members</i>	<i>Rank</i>	<i>Dates of leave</i>
1	H2 Firefighter	June 20, 2006–June20,2007
1	H2 Firefighter	Sept 18, 2006–July 11,2007
1	H2 Firefighter	May 18, 2006– Nov 30, 2006
1	H2 Firefighter	June 1, 2006– May 31, 2007
1	H2 Firefighter	July 24, 2006 – July 24,2007
1	H2 Firefighter	June 18,2006–June 17,2007
1	H2 Firefighter	July 1, 2006 – July 1, 2007
1	H2 Firefighter	July 25, 2006– May 21, 2007
1	H2 Firefighter	July 29, 2006– July 28, 2007
1	H2 Firefighter	Aug 1, 2006 – July 31, 2007
1	H2 Firefighter	Sept 1, 2006 – May 6, 2007
1	H2 Firefighter	May 7, 2006 – May 6, 2007
1	H6 Fire Investigator	Aug 1, 2006 – Aug 1, 2007
1	H20 Lieutenant	May 20, 2006–May 20, 2007
1	H20 Lieutenant	June 26,2006–June26, 2007
1	H30 Captain	Aug 25, 2006– Aug 24, 2007



Reporting leaves of absence without pay for the time period from April 2006 through September 2006 for the following:

<i>No. of Members</i>	<i>Rank</i>	<i>Total amount of leave (days)</i>
4	H2 Firefighter	380
1	H3 Firefighter/Paramedic	16
	Total number of Days w/o Pay	496

h. Military Leave

Reporting approval of application from one member for Military Leave of Absence with pay, in order to comply with Military Orders received from his commanding officer:

<i>Name</i>	<i>Rank</i>	<i>Dates</i>	<i>Days</i>	<i>Military Organization</i>	<i>Purpose</i>
Caulder, Leonard MSGT	H3 FF/PM	07-08-06 (2000) to 07-09-06 (0800)	one	US Air Force Res. Travis AFB, CA	Attend Active Duty Training

ACCIDENT REPORTS

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	<i>Accident No.</i>	<i>Accident Date</i>	<i>Serial No.</i>	<i>Category</i>	<i>Recommendation</i>
Engine 19	05-6-191	5/30/2006	591	C	File
Cause:	Misjudged clearance - While traveling past a slow moving vehicle, Eng 19 contacted and broke other vehicle's mirror				
Medic 13	05-6-192	6/1/2006	741	A	File
Cause:	Driver inattention - While backing up without a spotter, Medic 13 struck a parked civilian vehicle				
Medic 9	05-6-193	6/1/2006		A	File
Cause:	Driver inattention - While backing up at an incident, Medic 9 struck Eng 25				
Truck 15	05-6-194	6/3/2006	622	A	File
Cause:	Tiller skill deficiency - While backing into quarters and realigning, Trk 15 struck the side of the exit bay when the tiller operator turned the steering wheel the wrong way				
Engine 17	05-6-195	6/4/2006	544	A	File
Cause:	Driver inattention - While moving Eng 17, driver did not realize that its wheels were curbed and subsequently Eng 17 turned into a parked civilian vehicle				

Medic 78	05-6-196	6/13/2006	0	C	File
Cause:	Lack of defensive driving techniques - While responding with red lights and siren, Medic 78 did not gain control of the intersection and struck a civilian vehicle				
Engine 15	05-6-197	6/14/2006	510	B	Bill
Cause:	Struck by vehicle - While responding with red lights and siren, Eng 15 was struck by a vehicle that failed to remain stopped until after Eng 15 has passed by				
Medic 71	05-6-198	6/17/2006	722	B	File
Cause:	Struck by vehicle (hit and run) - While traveling southbound on Hwy 101, Medic 71 was sideswiped by a vehicle that left the scene				
Medic 18	05-6-199	6/22/2006	719	A	File
Cause:	Driver inattention - While attempting to back into station, Medic 18 struck Trk 18's apparatus door; spotters were not properly utilized				
Ambulance 73	05-6-200	6/25/2006	740	A	File
Cause:	Misjudged clearance - While traveling north on Stamina Street, Ambo 73 Struck and broke the mirror of a parked pickup truck				

*Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.*

*Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.*

*Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.*

President Conroy directed that the report be accepted and incorporated in the minutes of today's meeting.

## 8. ADJOURNMENT

President Conroy adjourned the meeting in memory of Officer Nick-Tomasito Birco, of the San Francisco Police Department, who lost his life serving the City and the people of San Francisco.

The meeting was adjourned at 7:15 PM.

Tania Bauer  
Secretary

**FIRE COMMISSION**  
City and County of San Francisco  
Gavin Newsom, Mayor

Paul A. Conroy, *President*  
Stephen A. Nakajo, *Vice President*  
Clementine Clarke, *Commissioner*  
George Lau, *Commissioner*  
Victor Makras, *Commissioner*



698 Second Street  
San Francisco, CA 94107  
Telephone 415.558.3451  
Fax 415.558.3413  
Tania Bauer, *Secretary*

No. 06-27

**FIRE COMMISSION REGULAR MEETING**  
Thursday – August 10, 2006 – 6:00 p.m.  
698 Second Street, Room 102, San Francisco, CA 94107

**AGENDA**

DOCUMENTS DEPT.

Item No.

**1. ROLL CALL**

AUG - 7 2006

SAN FRANCISCO  
PUBLIC LIBRARY

President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	George Lau
Commissioner	Victor Makras
Chief of Department	Joanne Hayes-White

**2. PUBLIC COMMENT**

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. Commissioners are not to enter into debate or discussion with a speaker. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

**3. APPROVAL OF THE MINUTES [Action]**

Regular Meeting of July 27, 2006 and the Special Meetings of July 13, July 27 (4:00 PM) and July 27 (5:00 PM), 2006.

*Action to be taken: Approval of the minutes*

**4. COMMUNICATIONS RECEIVED BY COMMISSION [Discussion]**

July 21, 2006, through August 3, 2006

**COMMUNICATIONS ADDRESSED DIRECTLY TO THE COMMISSION**

1. From Annie Bovone, praising the solid training she received through the NERT program, especially the professionalism of the instructors and the final hands-on class. Copy: Commissioners, Chief of Department and Deputy Chief, Administration.



2. From Patrick Hill, complaining about the unnecessary, loud and annoying fire sirens for practice drills conducted ever weeknight, Monday through Friday from 6:00 PM - 7:00 PM by Station 14. He believes it to be totally disrespectful and a violation of the Outer Richmond neighborhood's right for peace and quiet enjoyment. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

#### COMMENDATIONS AND LETTERS OF RECOGNITION

1. From Kathleen McKay, praising the members of Engine 13 who came to her assistance when she was involved in an accident and relating how impressed she was with their ability to take control of hazardous, non-fire situations and calm and reassure victims. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

2. From Ernest Krause, commending the members of Engine 6 who responded to his pleas to rescue his macaw that had escaped from the house and was perched on the roof. The firefighters were very professional in their use of the extension ladder to approach the bird. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

3. From Sheila Black, complimenting the Department on its humane policies and the attitude exhibited by the members of Station 34, and other firefighters who arrived quickly in a large truck, as they tried to rescue her puppy from a very hot car. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

#### 5. CHIEF OF DEPARTMENT'S REPORT *[Discussion]*

##### REPORT FROM CHIEF OF DEPARTMENT

Report from Chief of Department Joanne Hayes-White on current issues, activities and events, including discussion of the current budget, updates on Divisions within the Department, including Administration, Operations, and the EMS Reconfiguration.

##### REPORT FROM OPERATIONS

Richard E. Kochevar, Deputy Chief, Operations, reporting on overall operations during the period July 12 through August 8, 2006, and a report from the Emergency Medical Services Division regarding EMS Division activities.

##### REPORT ON DISPATCH SYSTEM FOR DYNAMICALLY DEPLOYED AMBULANCES

Pete Howes, Assistant Deputy Chief, EMS, and Staff

#### PERSONNEL REPORTS

##### a. Physician's Report

Submitting biweekly report of Fire Department Physician concerning disability injuries, July 1 through July 28, 2006.

##### b. Appointment

*1630 Account Clerk*

Guiseppa Boscolo (vice: ASO Authorized)

##### c. Suspension

Reporting the following suspension:



<i>No./Rank of Members</i>	<i>Unit</i>	<i>Days Suspended</i>	<i>Dates</i>	<i>Violation of</i>
1 H2 Firefighter	Medic 32	8 work days	8-18-07 8-19-05 8-21-06 8-22-06 8-24-06 8-25-06 8-28-06 8-29-06	Sec. 3922 (Acts Detrimental to Welfare of Department) Sec. 3935 (False Reports & False Testimony)
1 Firefighter/ Paramedic	Medic 32	10 work days	8-11-06 8-12-06 8-14-06 8-15-06 8-17-06 8-18-06 8-21-06 8-22-06 8-24-06 8-25-06	Sec. 3922 (Acts Detrimental to Welfare of Department) Sec. 3935 (False Reports & False Testimony)

d. Leave

Reporting leave of absence with pay for Lieutenant Brendan O'Leary for four days, August 28 through August 31, 2006, in order to attend the International Fire Fighters Conference in Toronto, Canada. All expenses will be paid by the member. Lieutenant O'Leary will not be replaced.

e. Military Leave

Reporting approval of application from one member for Military Leave of Absence without pay, in order to comply with Military Orders received from his commanding officer:

<i>Name</i>	<i>Rank</i>	<i>Dates</i>	<i>Days</i>	<i>Military Organization</i>	<i>Purpose</i>
Cuffee III, Frank Maj	H2 FF	7-31-06 8-4-06	5	Army, Civil Affairs and Psych. OPN Ft. Irwin, CA	Attend Annual Training

## ACCIDENT REPORTS

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	<i>Accident No.</i>	<i>Accident Date</i>	<i>Serial No.</i>	<i>Category</i>	<i>Recommendation</i>
Airport	05-6-201	6/21/2006	44	A	File

Cause: Driver skill deficiency - While responding Code 3, Airport aerial truck struck an overhead object

Medic 38	05-6-202	6/21/2006	744	A	File
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Cause: Misjudged clearance - While responding Code 3, Medic 38's mirror struck mirror of a parked pick-up truck causing Medic 38's mirror to shatter.

Engine 17	05-6-203	6/27/2006	544	A	File
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Cause: Driver inattention - While backing up, Engine 17 driver failed to hear or see spotters effort to have driver stop

Medic 32	05-6-204	6/27/2006	0	B	Bill
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Cause: Struck by vehicle - While responding Code 3 and traveling through an intersection, Medic 32 was struck by a vehicle that failed to yield to an emergency vehicle

Truck 18	05-6-205	6/29/2006	615	A	File
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Cause: Driving skill deficiency - While making a right turn, trailer section of truck 18 struck a parked vehicle. (Tiller error)

	05-6-206	6/29/2006	746	A	File
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Cause: Driver inattention - While backing into quarters of Station 38, Medic 6 backed into door opening not large enough for ambulance. No spotters were posted

Engine 24	05-6-207	6/30/2006	588	A	File
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Cause: Misjudged clearance - While passing a parked vehicle, Engine 24 struck side of vehicle

Battalion 2	06-7-001	7/4/2006	928	A	File
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Cause: Driver inattention - While backing up, Battalion 2 driver struck a parked vehicle

BOE	06-7-002	7/7/2006	33	B	Bill
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Cause: Upon stopping for a pedestrian, BOE vehicle was rear-ended by a Tow truck.

EMS RC 1	06-7-003	7/10/2006	32	A	File
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Cause: Driver inattention - While merging with traffic on the Bay Bridge, RC1 struck rear of vehicle that had stopped

*Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.*

*Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.*

*Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.*

## **7. ADJOURNMENT**





**FIRE COMMISSION**  
City and County of San Francisco  
Gavin Newsom, Mayor



Paul A. Conroy, *President*  
Stephen A. Nakajo, *Vice President*  
Clementine Clarke, *Commissioner*  
George Lau, *Commissioner*  
Victor Makras, *Commissioner*

698 Second Street  
San Francisco, CA 94107  
Telephone 415.558.3451  
Fax 415.558.3413  
Tania Bauer, *Secretary*

No. 06-27

**MINUTES OF THE FIRE COMMISSION**

**Regular Meeting – Thursday – August 10, 2006 – 6:00 p.m.**  
698 Second Street, Room 102, San Francisco, CA 94107

The meeting was called to order by President Conroy at 6:05 p.m.

Item No.

**1. ON ROLL CALL**, the following were noted present:

Vice President Stephen A. Nakajo  
Commissioner George Lau  
Commissioner Victor Makras

President Paul A. Conroy was excused  
Commissioner Clem Clarke was excused

Joanne M. Hayes-White  
Richard E. Kochevar

Chief of Department  
Deputy Chief, Operations

Assistant Deputy Chiefs – Staff:

Patrick J. Casserly	Division of Airports
Peter Howes	Division of Emergency Medical Services
Barbara A. Schultheis	Division of Fire Prevention and Investigation
Thomas A. Siragusa	Division of Training
Robert Navarro	Division of Homeland Security

Chief Officers – Firefighting Services:

Kirk W. Richardson	Division 2 (Acting)
James A. Barden	Division 3

EMS Officers:

James M. Fazackerley	Section Chief, Operations
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**2. PUBLIC COMMENT**

*Jim Connors*, referred to a letter sent by the Chief of Department to Kevin Smith, President, Black Firefighters Association, stating that after an investigation was concluded at the Division of Training there was no evidence of disparate treatment or adverse impact on any racial group or based on gender and that the investigation was closed.

DOCUMENTS DEPT.

SEP 11 2006

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Mr. Connors did not consider the investigation closed since Mr. Smith had accused him of a hostile work environment and he believed that a letter should go to Mr. Smith stating that there was no merit in his claims against himself and Chief Siragusa at the Division of Training. He also asked that the Commission and the Administration provide written direction to Mr. Smith to cease and desist in using inflammatory and unwarranted language.

### **3. APPROVAL OF THE MINUTES [Action]**

Regular Meeting of July 27, 2006, and Special Meetings of July 13, 2006 (4:00 p.m.), July 27, 2006 (4:00 p.m.), and July 27, 2006 (5:00 p.m.).

There was no public comment.

Commissioner Makras moved and Commissioner Lau seconded. There were no questions or discussion and the minutes were approved as presented by a vote of 3-0 (Nakajo, Lau, Makras).

### **4. COMMUNICATIONS RECEIVED BY COMMISSION [Discussion]** (July 21, 2006, through August 3, 2006)

#### **COMMUNICATIONS ADDRESSED DIRECTLY TO THE COMMISSION**

1. From Annie Bovone, praising the solid training she received through the NERT program, especially the professionalism of the instructors and the final hands-on class. Copy: Commissioners, Chief of Department and Deputy Chief, Administration.
2. From Patrick Hill, complaining about the unnecessary, loud and annoying fire sirens for practice drills conducted ever weeknight, Monday through Friday from 6:00 PM - 7:00 PM by Station 14. He believes it to be totally disrespectful and a violation of the Outer Richmond neighborhood's right for peace and quiet enjoyment. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

#### **COMMENDATIONS AND LETTERS OF RECOGNITION**

1. From Kathleen McKay, praising the members of Engine 13 who came to her assistance when she was involved in an accident and relating how impressed she was with their ability to take control of hazardous, non-fire, situations and calm and reassure victims. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.
2. From Ernest Krause, commending the members of Engine 6 who responded to his pleas to rescue his macaw that had escaped from the house and was perched on the roof. The firefighters were very professional as they figured out how to use the extension ladder to approach the bird. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.
3. From Sheila Black, complimenting the Department on its humane policies and the attitude exhibited by the members of Station 34, and other firefighters who arrived quickly in a large truck, as they tried to rescue her puppy from a very hot car. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

There was no public comment.

### **5. CHIEF OF DEPARTMENT'S REPORT [Discussion]**



## REPORT FROM CHIEF OF DEPARTMENT

Report from Chief of Department Joanne Hayes-White on current issues, activities and events, including discussion of the current budget, updates on Divisions within the Department, including Administration, Operations, and EMS Reconfiguration.

Chief Hayes-White presented the report.

FY 2006-07 Budget – The budget is on track even though only six weeks have elapsed since the start of the new fiscal year. The Department is closely monitoring disability rates since they can seriously impact the budget. Disability rates are down, 42 members out on disability as compared to 63 out at the same time last year. This is attributable to vigilance in the Medical Leave Supervisors office as well to excellent training.

EMS Reconfiguration - On August 4<sup>th</sup>, 24 members were graduated at Treasure Island as H3 Level 2 Paramedics. The Department is pleased to add them to the ranks of the Fire Department. These new graduates have great expertise and are very enthusiastic to join the Fire Department; a relief of the workload and call volume should be felt shortly.

The Department has purchased eight new ambulances, which were much needed, and delivery was taken six to eight weeks ago, with certain installation of equipment required, but all eight ambulances are in the field now. The new ambulances are used by both dynamically deployed crews as well as 24-hour crews. With an additional 24 new paramedics in the field, two 24-hour ambulances will be deactivated, namely, one at Station 5 and the other at Station 6.

Promotional Process - The Department continues to work closely with the Department of Human Resources and the City Attorney's Office and is still on track to administer the H30 Captain test by October and no later than November.

Tour of Plan Check at Department of Building Inspection (DBI) - Chief Hayes-White and Chief Kochevar were given a tour of the Plan Check area at DBI by Fire Marshall Barbara Schultheis. Approximately 10 Inspectors from the Bureau of Fire Prevention are assigned to Plan Check to expedite sprinkler and fire alarm plans. It was a productive visit and was appreciated by the staff.

SFFD Medical Director - Interviews have been conducted for this position and an offer has been extended to and accepted by Karl Sporer, M.D. Dr. Sporer will start on September 1<sup>st</sup>. In the interim, John Brown, M.D., will continue as the Department's Medical Director.

Update on SFFD response and the United Kingdom terrorist plot - Chief Hayes-White explained that the San Francisco Police and Fire Departments are responsible for public safety and protection at the San Francisco International Airport (SFO). On August 9, 2006, 10:00 PM, the Emergency Operations Center at the Airport was activated, with Chief Casserly responding. An orange alert went into affect for aviation only, which is a heightened level of security. The Department has been monitoring activities the full day. The City's EOC was not activated. Arrests have been made in Britain in conjunction with the terrorist threat, which entailed a liquid explosive being carried on board of various flights bound for the United States. The liquid explosive would be released somewhere in mid-flight causing an explosion and thousands would perish. The British police did excellent work by uncovering the plot, with further searches and arrests being made. Heathrow Airport was in major gridlock with most flights cancelled. SFO experienced major delays and very long lines. Governor Schwarzenegger requested 100 members from the National Guard to assist with operations at San Francisco and the Los Angeles airports.



Chief Hayes-White requested that the meeting be adjourned in memory of Commissioner Conroy's mother, Florence Conroy, who passed away last Friday and, also, in memory of former Supervisor Sue Bierman, who lost her life in an auto accident and medical emergency, and who had been a friend and proponent of the Fire Department.

In closing, Chief Hayes-White announced that the annual Police/Fire Memorial Mass will be held on Sunday, September 10, at 10:30 AM at St. Monica's Church.

#### REPORT FROM OPERATIONS

Richard Kochevar, Deputy Chief, Operations, provided the report for the period of June 12, 2006 through August 8, 2008. There had been one Greater Alarms and 22 working fires. The greater alarm fire (a third alarm) resulted in: a total of \$1,890,000 and (1) \$1,000,000 in property damage; (2) \$205,000 in content damage; (3) \$54,000 in exposure property damage; (4) \$100,000 in exposure content damage; (5) one civilian injured; (6) no firefighter injured; and (7) 7 people were displaced.

Southern California Wildfires - On July 24<sup>th</sup>, State OES, through Region 2, requested that OES 248 be staffed with three firefighters and an officer, and also strike team leader with an assistant be deployed to Chino. Along the way, they picked up four more OES engines for a full strike team and eventually arrived in Southern California and were assigned to structure protection at the *Horse* fire by San Diego.

Company-based Training - Module 7 training is in progress and will continue through September 1<sup>st</sup>. Topics include Thermal Imaging Camera, Human Trafficking, Medical Emergencies - Diabetes, Engine Hose Evolutions, FEMA / Hazard Marking System, and EMSA policy and protocol updates.

Electrical Power Warning - Stage 2 - On July 24<sup>th</sup> and 25<sup>th</sup>, the State issued a Stage 2 alert and request conference calls by County OES to discuss planning for the emergency. The Department made email and voice announcement to all department facilities with instructions and asking for awareness and conservation.

Building Collapse - The Department assisted the North County Fire Authority with a building collapse near the Cow Palace. During a building excavation, a wall fell onto the sidewalk and street, bringing down a utility pole and crushing a vehicle with a passenger inside.

Discussion ensued with Commissioners asking questions and Chief Kochevar and Chief Hayes-White responding.

Commissioner Makras wished to know the Department's policy, when upon entering a building some inappropriate activity is seen. Chief Kochevar responded that normally proper notification would be made to the next level of the chain of command and/or to the appropriate agency whether the Police Department, the Department of Public Health or the Building Department. Chief Siragusa added that it was the Department's policy, when doing an inspection or responding to an incident, that if anything was seen that was out of the ordinary, members should call a telephone number that had been provided by the Police Department and can be used 24/7.

## REPORT ON DISPATCH SYSTEM FOR DYNAMICALLY DEPLOYED AMBULANCES

Pete Howes, Assistant Deputy Chief, EMS, provided the EMS report and the presentation.

Chief Howes informed the Commission that response times are improving and that the average response time for a citywide code 3 call was 6 minutes and 12 seconds, the standard being 7 minutes, and 16 minutes and 41 seconds for Code 2 call, the standard being 20 minutes.

Chief Howes explained that dynamic deployment is the process of positioning resources in strategic locations across the response district. The dynamic aspect is that when one of the staged resources moves out of position, that is, is dispatched to a call, the other resources must be moved to different locations because the ambulances must be positioned to cover the gap left by the departing vehicle.

Currently, the dynamically deployed ambulances are moving about in the downtown, Marina and North Beach areas. The ambulances are scheduled to satisfy peak level staffing needs and the crews are working 10-hour shifts. Rescue Captains are the mentors for the crews in the field and lieutenants at the home base.

Criteria for the Medic Unit locations are: (1) Minimize number of incidents greater than 10 minute wait for transport ambulance; (2) Cover the entire city with ambulance resources; and (3) Equalize and minimize the workload for 24-hour Medic Units. Posting locations or phantom stations have been developed that are recognized by CAD (Computer Assisted Dispatch). CAD prioritizes response the dynamically deployed units ahead of station based units. It also prioritizes against each other for posting based on the system's needs.

Furthermore, Chief Howes explained the process of call taking and dispatch, which is primarily done by the computer using medical dispatch protocols to triage the calls. Depending on the call, a single ambulance will be designated or an ambulance and an Engine company so that there will be a full complement of correct staffing. He added that there was always oversight and monitoring by a supervisor who determines that everything is being properly executed and that resources are being moved into the right systems in the city. Chief Howes showed maps of the city and indicated how the various dynamically deployed medic units covered the city.

In closing, Chief Howes spoke of the overall schedule of the EMS Reconfiguration. He noted that Phase 1 had been completed ahead of schedule and Phase 2 had started in August of this year. The Department was looking forward to implementing Phase 3 in early spring. The Department will be stabilizing shifts and gathering data to judge the effectiveness of the workload relief over the coming months.

Discussion ensued with Commissioners asking questions and Chief Howes and staff responding.

Commissioner Nakajo asked for clarification on an issue arising from the supervising Lieutenants at Station 7 who wished to return to a 24-hour shift. Chief Howes responded that the plan he laid for the roll-out of this project needs to be followed. The parameters of the assignments were clearly stated and accepted. He noted that he had an open-door policy and was open to exchange of information. However, Chief Howes stated that there is justification and rationale from an operational standpoint, as well as fiscal considerations in keeping them on a 12-hour shift.

Chief Hayes-White added that the Department is undertaking a brand new concept with no prior established rules or playbook. There are four Lieutenants monitoring the dynamically deployed ambulances and the system was designed that they would work 12 hours in order to have face-

to-face contact with all shifts. Feedback has been received from the Lieutenants that they wish to work 24-hour shifts. Chief Hayes-White stated that she plans to hear their argument and if it is compelling and operationally sound, adjustments are possible.

## PERSONNEL REPORTS

### a. Physician's Reports

Submitting biweekly reports of Fire Department Physician concerning disability injuries, July 1 through July 14, 2006, and July 15 through July 28, 2006.

### b. Appointment

Reporting the following PROBATIONARY appointment effective *JULY 31, 2006*:

*1630 Account Clerk*

Giuseppe Boscolo (vice: ASO Authorized)

### c. Suspension

Reporting the following suspension:

No./Rank of Members	Unit	Days Suspended	Dates	Violation of
1 H2 Firefighter	Medic 32	8 work days	08-18-06	Sec. 3922 (Acts Detrimental to Welfare of Department)
			08-19-06	
			08-21-06	Sec. 3935 (False Reports & False Testimony)
			08-22-06	
			08-24-06	
			08-25-06	
			08-28-06	
			08-29-06	
1 H3 FF/PM	Medic 32	10 work days	08-11-06	Sec. 3922 (Acts Detrimental to Welfare of Department)
			08-12-06	
			08-14-06	Sec. 3935 (False Reports & False Testimony)
			08-15-06	
			08-17-06	
			08-18-06	
			08-21-06	
			08-22-06	
			08-24-06	
			08-25-06	

### d. Leaves

Reporting leave of absence with pay for Lieutenant Brendan O'Leary, Bureau of Fire Prevention, for four days, August 28 through August 31, 2006, in order to attend the International Association of Fire Fighters Conference in Toronto, Canada. All expenses will be paid by Lieutenant O'Leary. He will not be replaced.

### e. Military Leave

Reporting approval of application from one member for Military Leave of Absence with pay, in order to comply with Military Orders received from his commanding officer:



<i>Name</i>	<i>Rank</i>	<i>Dates</i>	<i>Days</i>	<i>Military Organization</i>	<i>Purpose</i>
Cuffe III, Frank	H2 FF	07-31-06	5	US Army Res.	Attend
Major		thru		Ft. Irwin, CA	Annual
		08-04-06			Training

## ACCIDENT REPORTS

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	<i>Accident No.</i>	<i>Accident Date</i>	<i>Serial No.</i>	<i>Category</i>	<i>Recommendation</i>
Airport	05-6-201	6/21/2006	44	A	File
Cause:	Driving skill deficiency - While responding with red lights and siren, Airport aerial truck struck an overhead object				
Medic 38	05-6-202	6/21/2006	744	A	File
Cause:	Misjudged clearance - While responding with red lights and siren, Medic 38's mirror struck mirror of a parked pick-up truck causing Medic 38's mirror to shatter				
Engine 17	05-6-203	6/27/2006	544	A	File
Cause:	Driver inattention - While backing up, driver of Eng 17 failed to hear or see spotter's effort to have driver stop				
Medic 32	05-6-204	6/27/2006	0	B	Bill
Cause:	Struck by vehicle - While responding with red lights and siren, and travelling through an intersection, Medic 32 was struck by a civilian vehicle that failed to yield				
Truck 18	05-6-205	6/29/2006	615	A	File
Cause:	Driving skill deficiency (tiller error) - While making a right turn, trailer section of Trk 18 struck a parked civilian vehicle				
Medic 6	05-6-206	6/29/2006	746	A	File
Cause:	Driver inattention - While backing into quarters of Station 38, Medic 6 backed into door opening not large enough for ambulance; no spotters were posted				
Engine 24	05-6-207	6/30/2006	588	A	File
Cause:	Misjudged clearance - While passing a parked civilian vehicle, Eng 24 struck side of vehicle				



Engine 24                      05-6-208              6/15/2006              597              A                      File

Cause:      Driver inattention - While backing up, driver of Eng 24 failed to hear or see spotter's effort to have driver stop

Battalion 2                      06-7-001              7/4/2006              928              A                      File

Cause:      Driver inattention - While backing up, Batt 2 struck a parked civilian vehicle

BOE                      06-7-002              7/7/2006              33              B                      Bill

Cause:      Struck by vehicle - Upon stopping for a pedestrian, BOE vehicle was rear ended by a tow truck

EMS RC 1                      06-7-003              7/10/2006              32              A                      File

Cause:      Driver inattention - While merging with traffic on the Bay Bridge, RC1 struck the rear of a civilian vehicle that had stopped

*Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.*

*Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.*

*Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.*

## **6. ADJOURNMENT**

Vice President Nakajo adjourned the meeting in memory of Florence Conroy and former Supervisor Sue Bierman.

There being no further business to come before the Commission, the meeting was adjourned at 7:05 p.m.

Tania Bauer  
Secretary



AUGUST 10, 2006

COMMISSIONERS:

CHIEF HAYES-WHITE HAS SENT A LETTER TO KEVIN SMITH, PRESIDENT OF THE SAN FRANCISCO B.F.A. THE CHIEF STATED THAT THE INVESTIGATION OF THE D.O.T. CONCLUDED THAT THERE WAS NO EVIDENCE OF DISPARATE TREATMENT OR ADVERSE IMPACT ON ANY RACIAL GROUP OR BASED ON GENDER. THE INVESTIGATION WAS CONSIDERED CLOSED.

I DO NOT CONSIDER THE MATTER CLOSED. MR. SMITH'S ORIGINAL LETTER ACCUSED ME OF CREATING A HOSTILE WORK ENVIRONMENT. A LETTER WRITTEN ABOUT CHIEF SIRAGUSA ACCUSED HIM OF RACISM.

I REQUEST THIS COMMISSION DIRECT MR. SMITH THAT RACISM AND A HOSTILE WORK ENVIRONMENT DO NOT EXIST AT THE DIVISION OF TRAINING OR IN THE SAN FRANCISCO FIRE DEPARTMENT, AND THAT THERE IS NO MERIT TO HIS COMPLAINTS AGAINST CHIEF SIRAGUSA AND CAPTAIN CONNORS. ALSO, PLEASE DIRECT MR. SMITH TO CEASE AND DESIST IN USING INFLAMMATORY, INCITEFUL AND UNWARRANTED LANGUAGE.

THANK YOU.  
CAPTAIN JIM CONNORS

THE UNIVERSITY OF CHICAGO  
LIBRARY  
540 EAST 57TH STREET  
CHICAGO, ILL. 60637

1975  
1976

1. The first part of the paper is devoted to a discussion of the general theory of the problem. It is shown that the problem is well-posed and that the solution exists and is unique.

2. In the second part, the problem is solved numerically. The results are compared with the analytical solution and it is shown that the numerical solution is in good agreement with the analytical one.

3. The third part of the paper is devoted to a discussion of the numerical results. It is shown that the numerical solution is stable and that the error is of order  $O(h^2)$ .

4. Finally, the paper concludes with a discussion of the conclusions. It is shown that the numerical solution is in good agreement with the analytical one and that the error is of order  $O(h^2)$ .



# RECONFIGURATION UPDATES



## On the streets

- **Dynamic deployment**
- **Ambulances will be scheduled to satisfy peak level staffing needs**
- **10 hour shifts**
- **Mentors / RC follow up**
- **GPS to assist routing**



## **Criteria for Medic Unit locations**

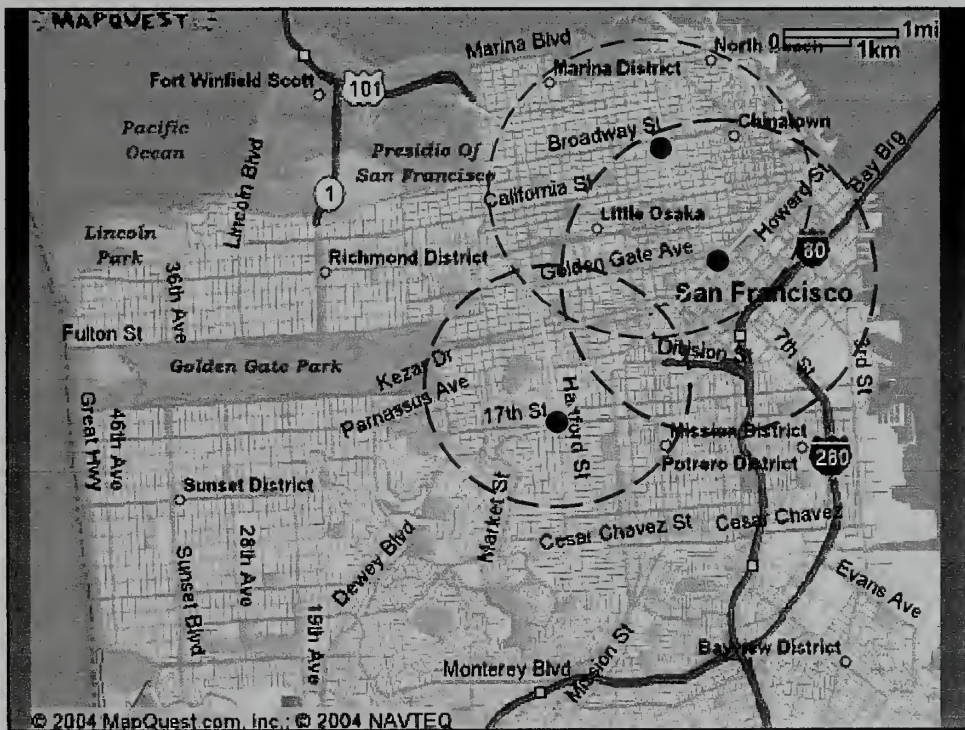
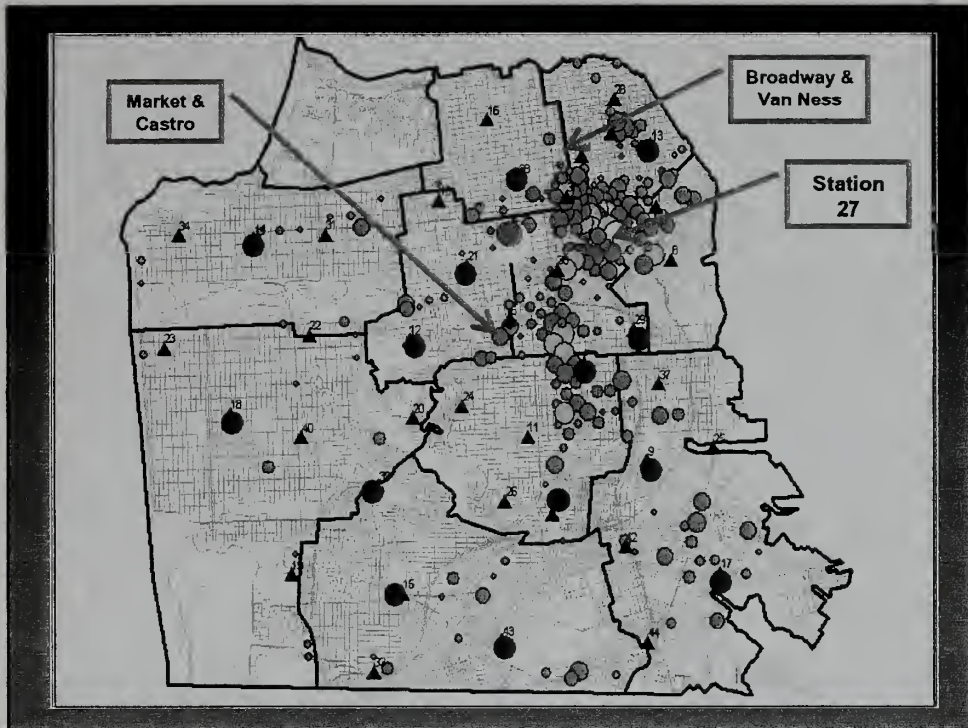
- **Minimize number of incidents with greater than 10 minute wait for transport ambulance**
- **Cover the entire City with ambulance resources**
- **Equalize and minimize the workload for 24 hour Medic Units**

## **Posting Locations**

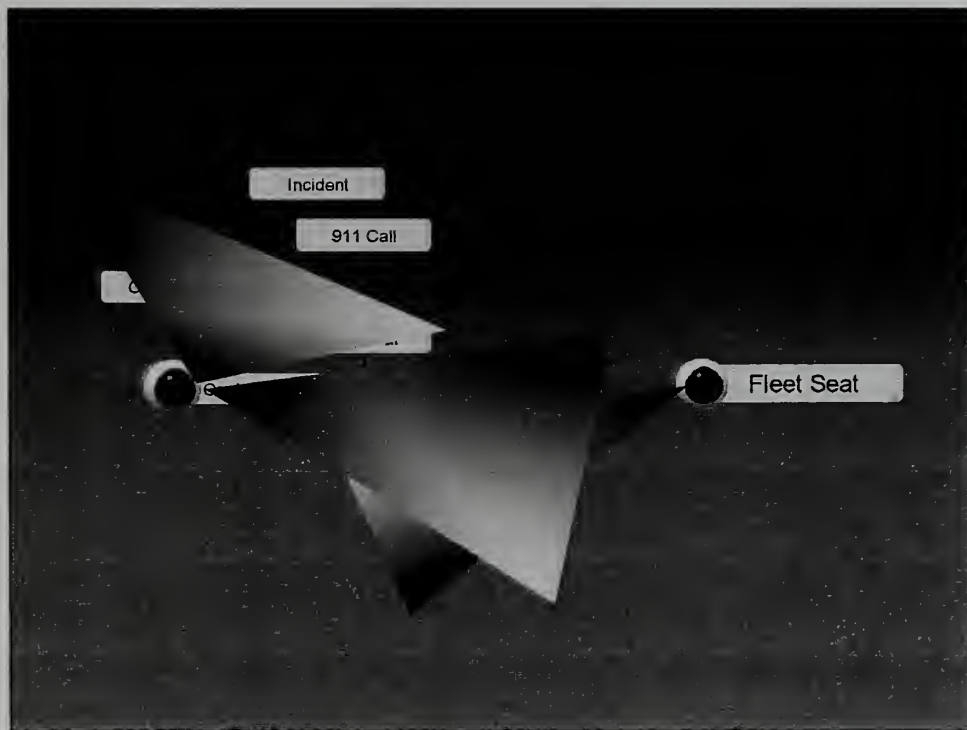
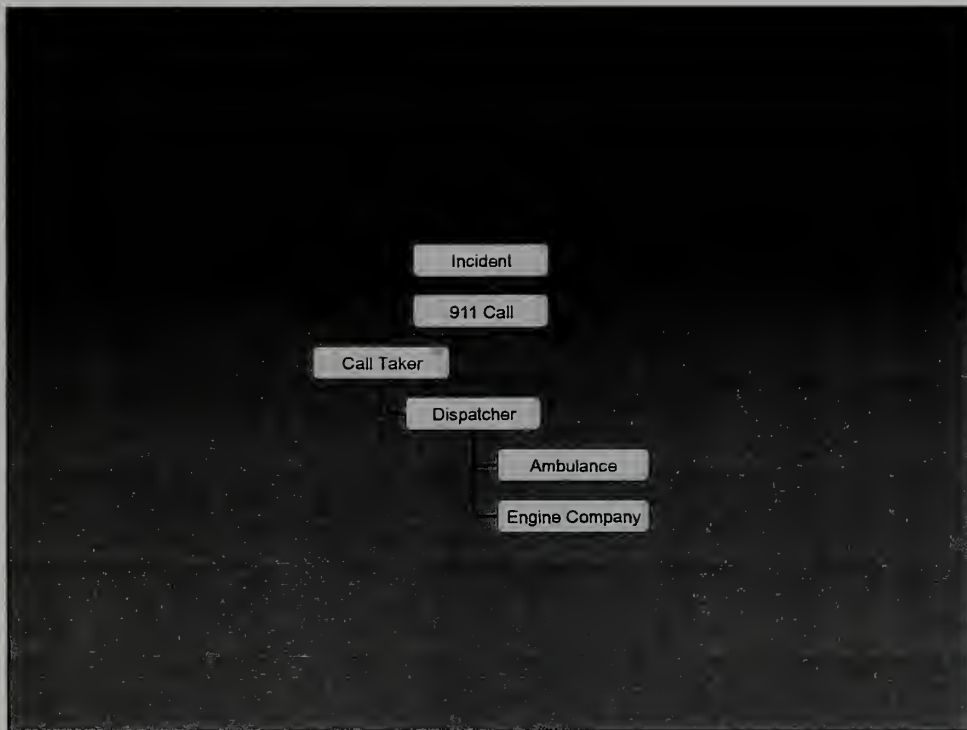
- **Phantom Stations Recognized by the Computer Assisted Dispatch**
- **Prioritize response of the Dynamic Deployed Units Ahead of the Station Based Units**
- **Prioritized against each other for posting based on system needs**
  - **Call volume indicators, Events with population density increases**







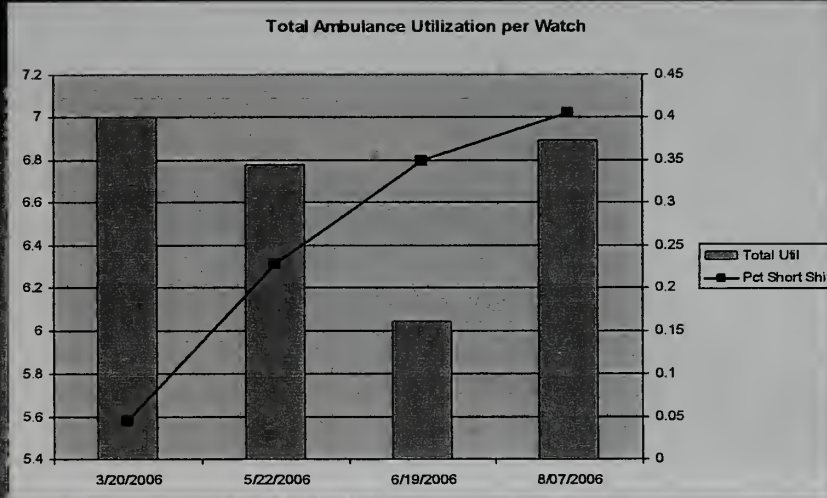




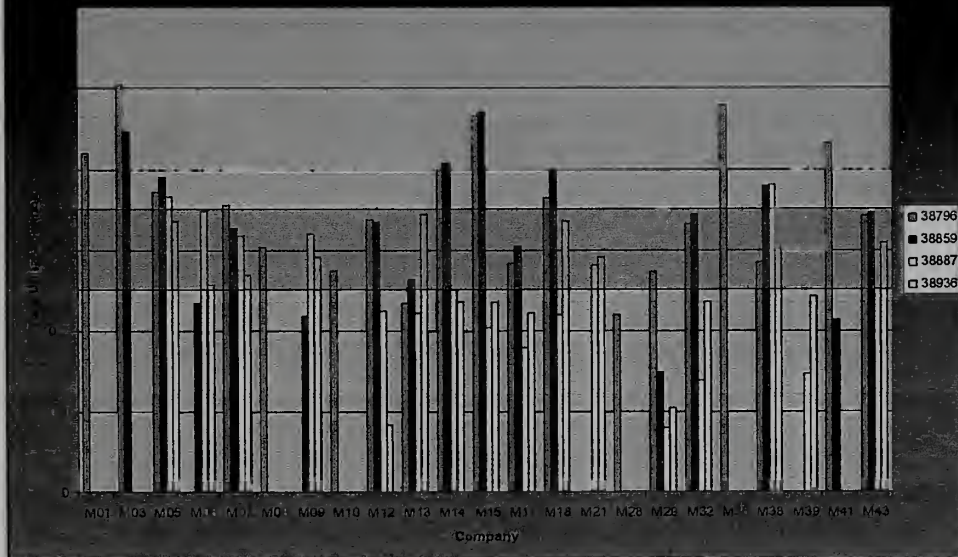




# Utilization Trends

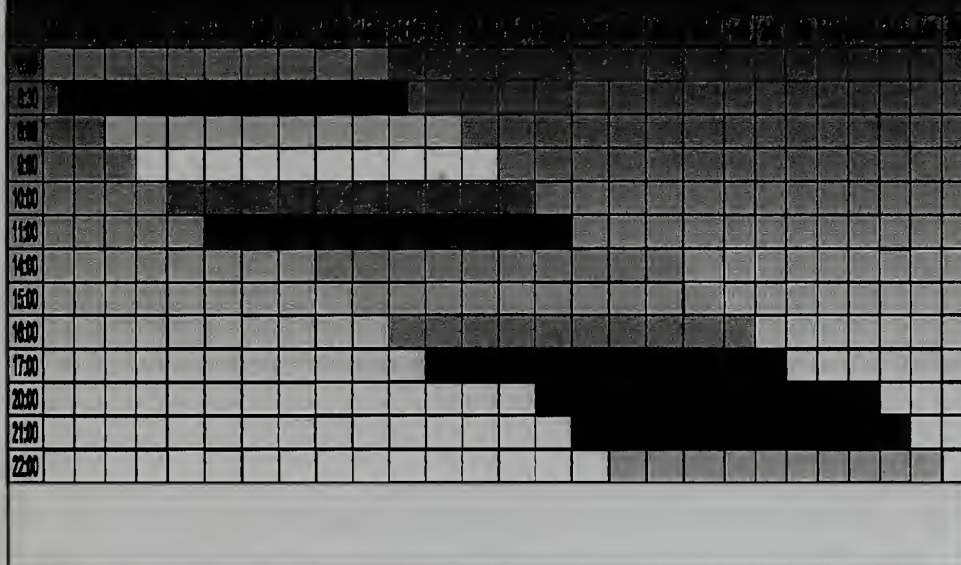


# UHU



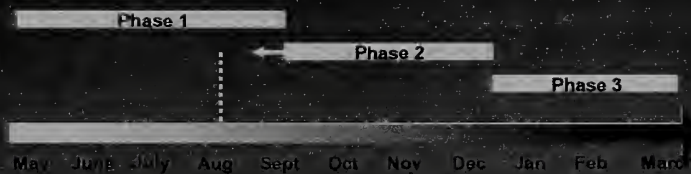


## The shift in resource assignments

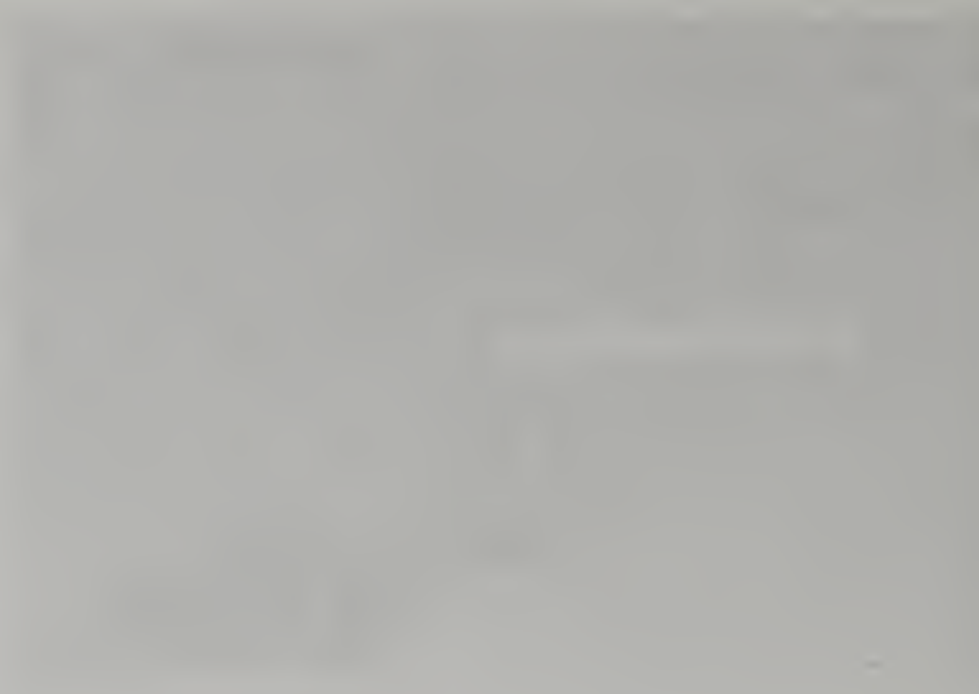


## Schedule

- Time line for the next Reconfiguration phases



**Dynamic, constantly monitored, and evaluated for effectiveness**







City and County of San Francisco  
**Fire Commission**

August 24, 2006 (Special Meeting)

**FIRE COMMISSION SPECIAL MEETING**

Thursday, August 24, 2006 – 5:00 p.m.

698 Second Street, Room 221, San Francisco, California 94107

**AGENDA**

DOCUMENTS DEPT.

Item No.

FEB 27 2007

**1. ROLL CALL**

SAN FRANCISCO  
PUBLIC LIBRARY

President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	George Lau
Commissioner	Victor Makras

**2. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION [Discuss]**

Conference with City Attorney to discuss pending litigation:

1. Childers, Cynthia v. CCSF, SF Superior Court, Case No. 502-249, filed 12/30/04, removed to US Dist Court, Case No. 05-1287, 3/30/05.
2. Kelly, Francis and Kruger, Dennis v. CCSF, SF Superior Court, Case No. 438-04, filed 2/25/05, removed to US Dist Court, Case No. 05-1287, 3/30/05
3. Weaver, Robert et al v. CCSF, US Dist Court, Case No. C03-1589, filed 4/14/05

This item may be heard in Closed Session pursuant to Government Code §54956 and San Francisco Administrative Code §67.10(d)(1)

**a. Public Comment on Special Meeting Agenda Item; Possible Closed Session**

1. Public Comment on all matters pertaining to Agenda Item 2, including anything pertaining to the pending litigation and whether to hold the meeting in Closed Session
2. If there has been a motion to go into Closed Session: Vote on whether to hold Session to confer with legal counsel *[Action Item]*

**b. Conference regarding pending Litigation; Open Session or Closed Session**

**c. If Closed Session is held, Reconvene in Open Session**

1. Vote to elect whether to disclose any or all Closed Session discussions pursuant to San Francisco Administrative Code §67.12(a) *[Action Item]*

### 3. ADJOURNMENT

# SAN FRANCISCO FIRE COMMISSION

## MINUTES OF THE FIRE COMMISSION SPECIAL MEETING

Thursday, August 24, 2006 – 5:00 p.m.

698 Second Street, Room 221, San Francisco, California 94107

The meeting was called to order at 5:25 PM by President Paul Conroy. Prior to that, due to no quorum, the meeting had been informational only.

### 1. On ROLL CALL the following were present:

President	Paul A. Conroy
Commissioner	Clem Clarke
Commissioner	George Lau

DOCUMENTS DEPT.

SEP 26 2006

SAN FRANCISCO  
PUBLIC LIBRARY

Commissioner Nakajo and Commissioner Makras arrived at 5:45 PM.

### 2. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION [Discussion]

Conference with City Attorney to discuss pending litigation:

1. Childers, Cynthia v. CCSF, SF Superior Court, Case No. 502-249, filed 12/30/02, and SF Superior Court, Case No. 440-527, filed 4/18/05.
2. Kelly, Francis and Kruger, Dennis v. CCSF, SF Superior Court, Case No. 438-965, filed 2/25/05, removed to US Dist Court, Case No. 05-1287, 3/30/05
3. Weaver, Robert et al v. CCSF, US Dist Court, Case No. C03-1589, filed 4/14/03.

This item may be heard in Closed Session pursuant to Government Code §54956.9(a) and San Francisco Administrative Code §67.10(d)(1)

#### a. Public Comment on Special Meeting Agenda Item; Possible Closed Session

1. Public Comment on all matters pertaining to Agenda Item 2, including anything pertaining to the pending litigation and whether to hold the meeting in Closed Session

There was no public comment.

2. If there has been a motion to go into Closed Session: Vote on whether to hold Closed Session to confer with legal counsel *[Action Item]*

Commissioner Lau moved for closed session and Commissioner Clarke seconded. The motion was unanimously approved (3-0). The Commission went into closed session at 5:30 PM.

#### b. Conference regarding pending Litigation; Open Session or Closed Session

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Original Articles: The Effect of the Diet on the Blood Pressure in the Normal Adult . . . . . 101  
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**c. If Closed Session is held, Reconvene in Open Session**

The Commission reconvened in open session at 5:55 PM.

1. Vote to elect whether to disclose any or all Closed Session discussions pursuant to San Francisco Administrative Code §67.12(a) *[Action Item]*

Commissioner Lau moved not to disclose any closed session discussion and Commissioner Clarke seconded. The motion was unanimously approved (3-0).

**3. ADJOURNMENT**

The meeting was adjourned at 5:55 PM.



**FIRE COMMISSION**  
City and County of San Francisco  
Gavin Newsom, Mayor

Paul A. Conroy, *President*  
Stephen A. Nakajo, *Vice President*  
Clementine Clarke, *Commissioner*  
George Lau, *Commissioner*  
Victor Makras, *Commissioner*



698 Second Street  
San Francisco, CA 94107  
Telephone 415.558.3451  
Fax 415.558.3413  
Tania Bauer, *Secretary*

No. 06-28

**FIRE COMMISSION REGULAR MEETING**  
Thursday – August 24, 2006 – 6:00 p.m.  
698 Second Street, Room 102, San Francisco, CA 94107

**AGENDA**

DOCUMENTS DEPT.

AUG 21 2006

SAN FRANCISCO  
PUBLIC LIBRARY

08-21-06 A11:34 RCVD

Item No.

**1. ROLL CALL**

President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	George Lau
Commissioner	Victor Makras
Chief of Department	Joanne Hayes-White

**2. PUBLIC COMMENT**

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. Commissioners are not to enter into debate or discussion with a speaker. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

**3. APPROVAL OF THE MINUTES [Action]**

Regular Meeting of August 10, 2006.

*Action to be taken: Approval of the minutes*

**4. LEAVES OF ABSENCE [Action]**

Submitting requests for leaves of absence with pay from Chief of Department Joanne Hayes-White, for:

- a. one day, August 29, 2006, in order to attend the California Metropolitan Chiefs Meeting sponsored by the California Fire Chiefs' Association in Los Angeles, California. Funds for this trip are included in the 2006-2007 approved budget.

**San Francisco Fire Commission**  
**NOTICE OF COMMISSION PROCEDURES**

**Commission Office**

The San Francisco Fire Commission Office is located at 698 Second Street, Room 220, San Francisco, CA 94107. The telephone number is (415) 558-3451; the fax number is (415) 558-3413. The web address is [www.sfgov.org/fire\\_comm/](http://www.sfgov.org/fire_comm/). Office hours are from 8:30 a.m. to 5:00 p.m. Monday through Friday.

**Documents for Public Inspection**

Documents referred to in the agenda, if more than one page in length, are available for public inspection and copying at the Commission Office.

**Information on Disability Access**

The Fire Commission regularly meets at Fire Department Headquarters, Room 102, 698 Second Street on the 2<sup>nd</sup> and 4<sup>th</sup> Thursday of the month.

The Fire Commission meeting room is wheelchair accessible. The closest accessible MUNI lines serving this location: 15 Third, 42 Downtown Loop, and N Judah (Second and King). Additional lines serving this location are the 30 Stockton and 45 Union. For more information about MUNI accessible services, call (415) 923-6142.

The following services are available on request 48 hours prior to the meeting: (1) American Sign Language interpreters; (2) use of readers, (3) sound enhancement system, and (4) alternative formats of the agenda and minutes. Please contact the Secretary, Fire Commission, at (415) 558-3451 to make arrangements. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

**Policy on use of Cell Phones, Pagers and Similar Sound-Producing Electronic Devices at and During Public Meetings**

The ringing and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

**Know your Rights under the Sunshine Ordinance**

*(Chapter 67 of the San Francisco Administrative Code)*

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance, or to report a violation of the ordinance, or to obtain a free copy of the Sunshine Ordinance, contact Donna Hall, Administrator of the Sunshine Ordinance Task Force, 1 Dr. Canton B. Goodlett Place, Room 409, San Francisco, CA 94 102-4683 at (415) 554-7724, by fax: (415) 554-7854, by e-mail: [Donna.Hall@sfgov.org](mailto:Donna.Hall@sfgov.org) or on the City's website at [www.sfgov.org/bdsupvrs/sunshine](http://www.sfgov.org/bdsupvrs/sunshine).

**San Francisco Lobbyist Ordinance**

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist (SF Campaign & Governmental Conduct Code § 2.100) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the San Francisco Ethics Commission at 30 Van Ness Ave., Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and web site <http://www.sfgov.org/ethics/>.



- b. two days, September 14 and 15, 2006, in order to attend the 2006 Fire Rescue International Conference sponsored by the International Association of Fire Chiefs in Dallas, Texas. Funds for this trip are included in the 2006-2007 approved budget.

*Action to be taken: Approval of leave of absence*

**5. COMMUNICATIONS RECEIVED BY COMMISSION [Discussion]**  
(August 4, 2006, through August 17, 2006)

**COMMUNICATIONS ADDRESSED DIRECTLY TO THE COMMISSION**

1. From Lance La'shagway, a long-time voting and volunteering citizen of San Francisco, urging the Commission to seek additional federal funding for San Francisco's excellent NERT program, which is an invaluable resource for the City. Copy: Commissioners, Chief of Department and Deputy Chief, Administration.

**COMMENDATIONS AND LETTERS OF RECOGNITION**

1. From Terril Neely, who took a terrible fall and badly cut his face, thanking the Department and commending members of Station 7, who came to his rescue, providing first aid and transporting him to St. Luke's where he received many stitches in his face, all the time treating him with utmost respect while saving his life. Copy: Commissioners, Chief of Department, Deputy Chief, Operations and EMS Chief.
2. From George Dickinson, expressing his gratitude to the two medics who responded to a call of an elderly gentleman who had fractured his hip on July 15<sup>th</sup>. The medics worked skillfully, responsively and courteously and he wished to convey to them his deepest and sincerest gratitude for their professionalism, personal thoughtfulness and courtesy. Copy: Commissioners, Chief of Department, Deputy Chief, Operations and EMS Chief

**CHARGES ISSUED BY CHIEF OF DEPARTMENT**

**Formal Complaint**

Submitting formal complaint against Firefighter Thomas Bailon, dated August 3, 2006, for violation of the Rules and Regulations as follows:

- Section 3922 – Acts Detrimental to Welfare of Department
- Section 3704 – Applicable Rules
- Section 3707 – Extended or Abridged
- Section 3803 – Accumulation of Sick Leave
- Section 3918 – Unauthorized Leave of Absence & Abandonment of Employment
- Section 3935 – False Reports & False Testimony
- Section 3923 – Disobedience
- Section 3924 – Insubordination
- G.O. 02 A-59 – Reporting of Work Related Injuries

**Formal Complaint**

Submitting formal complaint against Firefighter/Paramedic Pablo Siguenza, dated August 11, 2006, for violation of the Rules and Regulations as follows:

- Section 3915 – Proper Behavior
- Section 3922 – Acts Detrimental to Welfare of Department
- Section 3911 – Altercations

Section 3920 – Violence  
Section 3919 – Unacceptable Language

## 6. CHIEF OF DEPARTMENT'S REPORT *[Discussion]*

### REPORT FROM CHIEF OF DEPARTMENT

Report from Chief of Department Joanne Hayes-White on current issues, including discussion of the current budget, updates on Divisions within the Department, including Operations, EMS and EMS Reconfiguration.

### REPORT FROM ADMINISTRATION

Report from Gary P. Massetani, Deputy Chief, Administration, with continuing discussion of the current budget and updates on Administrative Divisions.

### REPORT ON THE FUNCTION AND OPERATION OF THE ASSIGNMENT OFFICE

Gary P. Massetani, Deputy Chief, Administration, and staff

### PERSONNEL REPORTS

#### a. Division of Training

Submitting monthly report from Division of Training concerning activities performed during July 2006.

#### b. Physician's Report

Submitting biweekly report of Fire Department Physician concerning disability injuries, July 29 through August 11, 2006.

#### c. Appointments

Reporting the following PERMANENT appointments:

#### *H2 Firefighter*

<i>Name</i>	<i>Effective Date</i>
Neal J. Cavellini	Jul. 30, 2006
Eli Chan	Jul. 30, 2006
Joshua E. Ravi Cusick	Jul. 30, 2006
Neree Dastous	Jul. 30, 2006
Kevin W. Kuhn	Jul. 30, 2006
Patrick J. Rabbitt	Jul. 30, 2006
David N. Sweeney	Jul. 30, 2006
Brian P. Walsh	Jul. 30, 2006
David Waters	Jul. 30, 2006
Todd Weddle	Jul. 30, 2006
Wayne Chew	Aug. 01, 2006
Maribeth R. Jensen	Aug. 02, 2006
John K. Murnane	Aug. 03, 2006
Michael M. Murphy	Aug. 03, 2006
William A. Wyckoff	Aug. 03, 2006
Pedro A. Martinez	Aug. 05, 2006
Tracy L. Frantz	Aug. 06, 2006

Ryan A. Kennedy  
Matthew J. Lee

Aug. 07, 2006  
Aug. 08, 2006

d. Retirement

Communication received from Retirement Board indicating the following member has retired:

Name	Rank	Type	Retirement Date
Kazarian, Alan C.	H2 Firefighter	Service	Jul. 28, 2006

(Retirement Certificate will be presented at Fire Commission Meeting of October 26, 2006)

e. Suspension

Reporting the following suspension:

No./Rank of Members	Unit	Days Suspended	Dates	Violation of
1 H2 Firefighter	Airport	30 calendar days	08-01-06 thru 08-30-06	Sec. 3912, Para. 3 (Intoxicants/Drugs) Substance Abuse Policy (Illegal Drugs)

f. Leaves

Reporting leave of absence with pay for Lieutenant Brendan O'Leary, Bureau of Fire Prevention, for five days, September 18 through September 22, 2006, in order to attend the State Fire Marshal Prevention 2A (Fire Alarm Equipment and Sprinkler Hydraulic Calculations) class in San Carlos, California. The Department will not incur any travel related expenses for Lieutenant O'Leary's attendance. Lieutenant O'Leary will not be replaced.

Reporting leave of absence with pay for Inspector Alec Balmy, Bureau of Fire Prevention, for five days, October 2 through October 6, 2006, in order to attend the State Fire Marshal Prevention 2C (Special Hazard Occupancies) class in San Carlos, California. The Department will not incur any travel related expenses for Inspector Balmy's attendance. Inspector Balmy will not be replaced.

Reporting leave of absence with pay for Acting Inspector Janice Hayes, Bureau of Fire Prevention, for five days, November 13 through November 17, 2006, in order to attend the Industrial Emergency Council Fire Prevention 3A course in San Carlos, California. The Department will not incur any travel related expenses for A/Inspector Hayes' attendance. A/Inspector Hayes will not be replaced.

Reporting leaves of absence with pay for the time period from May 2006 through October 2006 for the following:

No. of Members	Rank	Total amount of leave (days)
16	H2 Firefighter	617
1	H3 Firefighter/Paramedic	6
1	H22 Lieutenant	52
1	H30 Captain	4
1	H33 Rescue Captain	30
1	H50 Assistant Chief	36
	Total Number of Days with Pay	745



Reporting intermittent leaves with pay for the time period from May 2006 through August 2007 for the following:

<i>No. of Members</i>	<i>Rank</i>	<i>Dates of leave</i>
1	1824 Principal Admin. Analyst	Aug 1, 2006 – Jul 31, 2007
1	H2 Firefighter	Jul 1, 2006 – Jul 1, 2007
1	H2 Firefighter	Jul 5, 2006 – Jul 14, 2007
1	H2 Firefighter	Oct 13, 2006 – Jun 27, 2006
1	H2 Firefighter	Aug 3, 2006 – Aug 2, 2007
1	H2 Firefighter	Jun 13, 2006 – Jun 13, 2007
1	H2 Firefighter	Aug 25, 2006 – Aug 25, 2007
1	H2 Firefighter	Jun 6, 2006 – Jun 5, 2007
1	H2 Firefighter	Oct 28, 2006 – Aug 27, 2007
1	H2 Firefighter	Jul 24, 2006 – Oct 31, 2006
1	H3 Firefighter/Paramedic	Jul 31, 2006 – Jul 31, 2007
1	H3 Firefighter/Paramedic	Aug 16, 2006 – Aug 15, 2007
1	H20 Lieutenant	Aug 9, 2006 – Aug 8, 2007
1	H22 Lieutenant	Jul 19, 2006 – Jul 19, 2007

Reporting leaves of absence without pay for the time period from March 2005 through August 2007 for the following:

<i>No. of Members</i>	<i>Rank</i>	<i>Total amount of leave (days)</i>
1	H1 Paramedic	208
7	H2 Firefighter	793
	Total number of Days w/o Pay	1001

g. Military Leave

Reporting approval of application from one member for Military Leave of Absence in order to comply with Military Orders received from his commanding officer:

<i>Name</i>	<i>Rank</i>	<i>Dates</i>	<i>Days</i>	<i>Military Organization</i>	<i>Purpose</i>
Caulder, Leonard MSGT (With pay)	H3 FF/PM	08-11-06 thru 08-26-06	16	US Air Force Res. Travis AFB, CA	Attend Active Duty Training
(Without pay)		08-10-06 08-27-06 08-28-06	3	US Air Force Res. Travis AFB, CA	Attend Active Duty Training

7. ADJOURNMENT



**FIRE COMMISSION**  
City and County of San Francisco  
Gavin Newsom, Mayor

Paul A. Conroy, *President*  
Stephen A. Nakajo, *Vice President*  
Clementine Clarke, *Commissioner*  
George Lau, *Commissioner*  
Victor Makras, *Commissioner*



698 Second Street  
San Francisco, CA 94107  
Telephone 415.558.3451  
Fax 415.558.3413  
Tania Bauer, *Secretary*

No. 06-28

**MINUTES OF THE FIRE COMMISSION**

**Regular Meeting – Thursday – August 24, 2006 – 6:00 p.m.**  
698 Second Street, Room 102, San Francisco, CA 94107

The meeting was called to order by President Conroy at 6:15 p.m.

Item No.

**1. ON ROLL CALL**, the following were noted present:

President Paul A. Conroy  
Vice President Stephen A. Nakajo  
Commissioner Clem Clarke  
Commissioner George Lau  
Commissioner Victor Makras

Joanne M. Hayes-White  
Richard E. Kochevar  
Gary P. Massetani

Chief of Department  
Deputy Chief, Operations  
Deputy Chief, Administration

Assistant Deputy Chiefs – Staff:

Peter Howes  
Barbara A. Schultheis  
Lorrie A. Kalos  
Thomas A. Siragusa  
Robert Navarro

Division of Emergency Medical Services  
Division of Fire Prevention and Investigation  
Division of Support Services  
Division of Training  
Division of Homeland Security

Chief Officers – Firefighting Services:

James A. Barden  
Aaron C. Stevenson

Division 2  
Division 3

EMS Officers:

James M. Fazackerley

Section Chief, Operations

**2. PUBLIC COMMENT**

There was no public comment.

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### **3. APPROVAL OF THE MINUTES [Action]**

Regular Meeting of August 10, 2006.

Chief Hayes-White asked that a small correction be made in her report related to the time of activation of the Emergency Operations Center at SFO.

Commissioner Conroy asked to be excused from voting for approval since he had not been present at the meeting.

Commissioner Makras moved and Commissioner Lau seconded. There were no questions or discussion and the minutes were approved as amended by a vote of 4-0.  
(Nakajo, Clarke, Lau, Makras)

### **4. LEAVES OF ABSENCE [Action]**

Submitted requests for leaves of absence with pay from Chief of Department Joanne Hayes-White, for:

- a. one day, August 29, 2006, in order to attend the California Metropolitan Chiefs Meeting sponsored by the California Fire Chiefs' Association in Los Angeles, California. Funds for this trip are included in the 2006-2007 approved budget.
- b. two days, September 14 and 15, 2006, in order to attend the 2006 Fire Rescue International Conference sponsored by the International Association of Fire Chiefs in Dallas, Texas. Funds for this trip are included in the 2006-2007 approved budget.

Commissioner Lau moved and Commissioner Makras seconded. There were no questions or discussion and the leave of absence with pay was approved by a vote of 5-0.  
(Conroy, Nakajo, Clarke, Lau, Makras)

### **5. COMMUNICATIONS RECEIVED BY COMMISSION [Discussion]**

(August 4, 2006, through August 17, 2006)

#### **COMMUNICATIONS ADDRESSED DIRECTLY TO THE COMMISSION**

1. From Lance La'shagway, a long-time voting and volunteering citizen of San Francisco, urging the Commission to seek additional federal funding for San Francisco's excellent NERT program, which is an invaluable resource for the City. Copy: Commissioners, Chief of Department and Deputy Chief, Administration.

#### **COMMENDATIONS AND LETTERS OF RECOGNITION**

1. From Terril Neely, who took a terrible fall and badly cut his face, thanking the Department and commending members of Station 7, who came to his rescue, providing first aid and transporting him to St. Luke's where he received many stitches in his face, all the time treating him with utmost respect while saving his life. Copy: Commissioners, Chief of Department, Deputy Chief, Operations and EMS Chief.
2. From George Dickinson, expressing his gratitude to the two medics who responded to a call of an elderly gentleman who had fractured his hip on July 15<sup>th</sup>. The medics worked skillfully, responsively and courteously and he wished to convey to them his deepest and sincerest gratitude for their professionalism, personal thoughtfulness and courtesy. Copy:

Commissioners, Chief of Department, Deputy Chief, Operations and EMS Chief.

Commissioner Makras questioned one of the communications which stated in the summary that it came from a voting and volunteering citizen. He found this description unusual and felt that it did not belong in the communication summary.

Commissioner Conroy explained that sometimes the language was carried over from the letter and suggested that in the future the summaries should be more generic.

#### CHARGES ISSUED BY CHIEF OF DEPARTMENT

##### Formal Complaint

Submitted formal complaint against Firefighter Thomas Bailon, dated August 3, 2006, for violation of the Rules and Regulations as follows:

- Section 3922 – Acts Detrimental to Welfare of Department
- Section 3704 – Applicable Rules
- Section 3707 – Extended or Abridged
- Section 3803 – Accumulation of Sick Leave
- Section 3918 – Unauthorized Leave of Absence & Abandonment of Employment
- Section 3935 – False Reports & False Testimony
- Section 3923 – Disobedience
- Section 3924 – Insubordination
- G.O. 02 A-59 – Reporting of Work Related Injuries

President Conroy directed the Secretary to comply with Section 4006 of the Rules and Regulations and inform Firefighter Bailon that the trial will be held September 28, 2006, at 6:00 p.m.

##### Formal Complaint

Submitted formal complaint against Firefighter/Paramedic Pablo Siguenza, dated August 11, 2006, for violation of the Rules and Regulations as follows:

- Section 3915 – Proper Behavior
- Section 3922 – Acts Detrimental to Welfare of Department
- Section 3911 – Altercations
- Section 3920 – Violence
- Section 3919 – Unacceptable Language

President Conroy directed the Secretary to comply with Section 4006 of the Rules and Regulations and inform Firefighter/Paramedic Siguenza of the trial date as soon as one is set.

#### 6. CHIEF OF DEPARTMENT'S REPORT *[Discussion]*

##### REPORT FROM CHIEF OF DEPARTMENT

Report from Chief of Department Joanne Hayes-White on current issues, including discussion of the current budget, updates on Divisions within the Department, including Operations, EMS and EMS Reconfiguration.

Joanne Hayes-White, Chief of Department, introduced Dorji Roberts, Deputy City Attorney, who will temporarily replace Katie Porter while she is on maternity leave. Chief Hayes-White wished Ms. Porter good luck and thanked her for her work. She welcomed Mr. Roberts to the Department. Chief Hayes-White proceeded to present her report.



FY 2006-07 Budget – Chief Hayes-White has requested that the Chief Financial Officer prepare and present a quarterly report after each quarter.

EMS Reconfiguration - The recently graduated 24 paramedics have helped to relieve the call volume and to average the workload. Two more 24-hour ambulances were deactivated, Medic 5 and Medic 6, and further dynamically deployed ambulances have been added for the peak call volume periods.

Phase II of the EMS Reconfiguration is in full effect and credit must be given to the Division of Training for the excellent training provided to the new members of the Department and to the EMS Division, under the direction of Chief Howes, for their close and continual monitoring of the system. As of September 1<sup>st</sup>, Carl Sporer, M.D., will be joining the Fire Department as Medical Director. He will be formally introduced at an upcoming Commission meeting, at which time Dr. Sporer will provide his goals and objectives, as well as his professional background.

Promotional Process - The Department is still on track to administer the H30 Captain test by this October and no later than November. The Department will administer a job analysis to approximately 22 members of the Department that are permanent Captains, or above. The will review knowledge, skills and abilities as they relate to the responsibilities of an H30 Captain, and further validate the percentages that the Department has assigned to each of the three components in the examination. After the job analysis is complete, a job announcement will be provided to the field. It will contain a job description and will also provide related material for study in preparation for the examination.

Meetings with Personnel Organizations - The Department continues to hold labor-management meetings with Local 798, the bargaining unit, on an on-going basis. The Department has also met with the Black Firefighters Association and the United Fire Service Women (UFSW), and is planning to meet with the Asian Firefighters Association on September 27<sup>th</sup>. The Department hopes to meet at least twice a year with the various employee groups since there is usually an excellent exchange of information that takes place.

Bay Bridge Closure - The Department has worked closely with the Highway Patrol, Police Department and Cal Trans over the scheduled closure, over the Labor Day weekend, of the upper deck (east bound direction) for demolition work related to the retrofit. The Department is charged with protecting Treasure Island, both from an EMS and Suppression perspective, and, also, has employees that work there.

In closing, Chief Hayes-White reminded everyone that the annual Police/Fire Memorial Mass will be held on Sunday, September 10th, at 10:30 AM at St. Monica's Church. The Mass honors and commemorates those that served in public safety and lost their lives in the line of duty.

*Commissioner Conroy* wished to know if there was any training specifically directed to chief officers, such as, leadership training. Chief Hayes-White responded that the Department had developed that type of curriculum and had held a three-day Battalion Chief Academy for captains who were assuming their provisional roles as Battalion Chiefs. It is not regularly scheduled training, only as needed. The Department planned to provide this type of training for the newly appointed captains, after the examination and selection process were completed.

## REPORT ON THE FUNCTION AND OPERATION OF THE ASSIGNMENT OFFICE

Gary Massetani, Deputy Chief, Administration, informed the Commission that some changes were taking place in this area and that a new unit has been formed, namely, Planning and

Research with a chief officer in charge. Planning and Research will be responsible for (1) Strategic Planning; (2) Research; (3) CQI (Continuous Quality Improvement); and (4) Personnel Scheduling - formerly known as the Assignment Office.

Chief Massetani outlined Scheduling's responsibilities, using three lieutenants daily: (1) balance daily staffing; (2) manage short and long term leaves; (3) balance 31 tours; (4) schedule training; (5) manage reports and NFIRS; and (6) respond to information requests. He explained what was entailed in balancing personnel to maintain minimum staffing levels for an emergency response consisting of: 42 Engines, 19 Trucks, 11 Chiefs, 14 Medic Units, 4 Rescue Captains and 2 Rescue Squads. In addition, Chief Massetani detailed how 31-day tours are balanced in order to minimize overtime. The Scheduling unit uses the PeopleSoft scheduling system to organize battalion-based training, certification and Homeland Security training, and has scheduled approximately 10,000 hours of various training per year.

*Note: A copy of Chief Massetani's presentation is attached to the Minutes of this meeting*

Discussion ensued with Commissioners asking questions and Chief Massetani and Lieutenant Storti responding.

*Commissioner Nakajo* wished to know if during the re-structuring of the unit a Chief Officer had been named yet. He also asked about the three Lieutenants assigned to Scheduling and how many hours they worked.

Chief Massetani responded that the position has not yet been advertised but that he has been working with Chief Hayes-White to prepare a General Order for distribution. He explained that currently the three Lieutenants assigned to scheduling work a 40-hour week, with four 10-hour staggered shifts. Should one of the Lieutenants be ill or on vacation, there are five trained relief Lieutenants in the field who can step in and take over.

*Commissioner Clarke* wished to know what happens when there is a computer problem, especially, what type of backup exists when there is a computer crash and what type of security is in place to withstand hackers. Chief Massetani responded that during computer problems or even a crash, Scheduling operates in the manual mode, that is, with paper and pencil. If any hard data is lost, it is manually entered at a later date by Scheduling. Lieutenant Storti added that there is a tape backup system on the server, which is downloaded regularly to a local machine. In respect to security, there are two aspects: levels of access and stand-alone system. Access is limited to a few people and the officers in Scheduling are the only ones that have a high level of access. PeopleSoft and the Oracle database reside on the 911 network, which is an entirely closed network with no access to the outside. In addition, all work is done on the network and nothing is downloaded and kept on laptops.

*Commissioner Makras* wished a further explanation of trades and trading limits. Lieutenant Storti responded that according to the Rules and Regulations a member is allowed two trades per pay period. The Assignment Office's primary concern is to ensure that there is a person in a spot. He further explained that a trade is an agreement between two firefighters, or any members of the same rank, that is recorded on a form and submitted to the officer in the station a minimum of 23 hours in advance of the trade. The trade can only be entered into the computer by an officer and can be tracked by the computer to see that the trade limit is not exceeded. It is the responsibility of the person working the trade to show up that day.

*Commissioner Conroy* wished to know how many of the H3 Firefighter/ Paramedics that had been cross-trained had made a spot and how many were assigned to vacation relief. Lieutenant Storti responded that about two-thirds, of approximately 190 H3s assigned to the field had



attained spots and the rest had been assigned to vacation relief. Furthermore, those assigned to vacation relief spend approximately 50% of their time on an Engine and 50% working on a Medic unit.

Commissioner Conroy inquired what was entailed in the strategic planning part of the new Planning and Research unit. Chief Massetani explained they were working on plan that would be a strategic document which would assist the Department in budget planning, capital improvements, facilities renovation and various other areas and, also, indicate where the Department wishes to be in one, three, five and ten years. Chief Massetani likened it to a business plan for a corporation. Commissioner Conroy suggested that it appeared more similar to a strategic plan and asked if the Department plans to set goals, approaches to achieving them and then measuring its progress. Chief Massetani confirmed that milestones will be set; the Department plans to bring a draft to the Commission within nine to twelve months.

Commissioner Conroy thanked Chief Massetani and Lieutenant Storti for a very informative presentation.

Chief Hayes-White wished to inform the Commission that she has changed the standard uniform by adding a name badge, which will be placed across the breast patch, and will be worn by all uniformed employees. The badge will have the first initial and the last name engraved on it. She believes that it adds to the accountability and professionalism of the Department and added that many Police and Fire Departments across the country have such name badges.

#### REPORT FROM ADMINISTRATION

Chief Massetani provided the report.

FY 2005-06 - The Chief Financial Officer reported that the budget was closed with expenses \$168,000 below budget, despite projected revenue shortfalls.

FY 2006-07 - With only three pay-periods to date, the Department's first forecast for overtime was within this year's budget projections.

Division of Training - The EMS Ambulance Simulator, a grant from the Accordia Company through the Fireman's Fund granting program, has been received and is being installed. Within the next 30 to 60 days, a training program will start.

Battalion-Based Training, Module 7, has started. The training is focused on thermal imaging cameras and its search technique, and medical emergencies. In addition, Battalion 10 is continuing to train with the San Mateo Fire District.

Planning and Research is preparing the 2007 vacancy list. It will be distributed in the last quarter of this year in order to accommodate the transfers that will be made in the January of 2007.

The unit is also assisting the Homeland Security Division with disaster response models, using equipment that was approved by the Commission and later purchased.

Management Information Services (MIS) has completed the 911 system upgrade. The installation of the operating system is complete, with the migration plan to be completed within 30 days. The NIFERS (National Fire Incident Reporting System) was also upgraded. Work is continuing on the EMS Reconfiguration and personnel scheduling.

The Electronic Patient Care Report Project was approved by the Mayor and the Board of Supervisors. The initial planning is 90% complete and the prototype of the vehicle dock mounts has been completed for the stations. Project personnel have been working with field personnel to establish compatibility and good work practices. Overall implementation of the project will span 18 months.

Support Services - There have been numerous reports about problems with some exhaust extractors at the stations. A survey was conducted and two systems were found to be malfunctioning. A contractor will be repairing the systems within the next week.

Chief Hayes-White approved the purchase of 1,200 MREs (Meals Ready to Eat) for readiness preparation in case of any disaster. These MREs are intended for 400 personnel in the field so that they may be able to survive for three days, with three meals per day. The MREs will be distributed to all stations along with water supplies.

AWSS is working with the Bureau of Urban Forestry in clearing vegetation around the Twin Peaks Reservoir. All eight diesel pumps have been tested, four at Pump Station 1 and four at Pump Station 2, and will be ready for any disaster.

Human Resources Division is developing the 5212 Fire Protection Engineer job analysis and selection process. The H30 Captain job analysis questionnaire has been completed and will now undergo review for incorporation in to the job announcement.

Homeland Security Division is developing the Fire Department's exercise evaluation guides for the Golden Guardian Exercise 2006. It will be held on November 15<sup>th</sup> and, as part of the exercise, on November 16<sup>th</sup> a field operation will be held on Treasure Island.

A SFFD team will be traveling to Texas A&M with the 95<sup>th</sup> Civil Defense Team to participate for four days in the Disaster City exercise. The team will consist of 30 members, some of whom will be driving down with the Department's equipment, and 20 members from the 95<sup>th</sup> Civil Support Team.

Physician's Office - The total number of work-related injuries stood at 26 for July as compared to 27 for June; 15 of the 26 were with lost work time and 11 without. Disability for July 2006 was at 43 as compare to July of 2005 at 64.

The Department continues to work in the Health and Wellness program with Dr. Stoller at UCSF through retired Captain Stefani on the urinary cancer survey program. A video has been made with Dr. Stoller and Captain Stefani to encourage Department members to participate in this voluntary program which entails a urine check. San Francisco Firefighters Local 798 will review the program to ensure that all procedures are acceptable to the members.

Investigative Services Bureau - 24 members have undergone random alcohol and drug testing to date this month. 354 members have been tested since inception of the program (44 weeks ago) with 353 testing positive and one negative.

Commissioners asked questions and Chief Massetani, Chief Kochevar and Chief Hayes-White responded.

*Commissioner Nakajo* wished to know what the next steps were after the last graduation in August of the H3 Level 2 class. Chief Hayes-White responded that a third class of H3 Level 2 Paramedics is being planned to commence in the early part of 2007. Retirements are being tracked to facilitate such a class. Since the start of this fiscal year 48 H3 Level 2 Paramedics



graduated and were hired by the Department. Furthermore, a job announcement and an examination process for H2 Level 1, single function EMT, has been prepared and will be launched in the early part of 2007.

*Commissioner Lau* wished to know if there had been a final report issued and distributed on the 395 Capp Street fire. Chief Hayes-White responded that a comprehensive safety investigative report has been issued and addressed at the past meeting with Local 798. Chief Kochevar has made available the After Action or Major Incident Report, which is completed by the Deputy Chief, Operations, and/or the Incident Commander, who in this case was Assistant Chief Cardinale.

Chief Kochevar clarified that numerous forms and reports were prepared as hardcopy with carbon copies and were difficult to distribute. Currently, Lieutenant Nicol Juratovac is assisting him with converting the report into electronic format so that it can be easily shared with the field through Lotus Notes.

*Commissioner Conroy* wished to know if the Department has follow-up procedures after a major incident and if an analysis occurs and conclusions are drawn from it for training purposes and, perhaps, for even changing procedures. Chief Kochevar responded that historically a major incident report is required after every third alarm fire. In addition, PIAs (Post-Incident Analysis) are conducted on greater alarm fires, when the incident commander or Division Chief tries to get all companies back to the scene or to a location where debriefing can take place, since it provides immediate feedback and members may learn from this process.

Commissioner Conroy asked if the Department was working on a standard format which would contain what had been done at the incident and what can be learned from that and recommendations can be made for revising procedures. Chief Hayes-White responded that the Department still needs develop this further but ideally more consistency and a broader application is desirable so that everyone can learn from it. She added that such a report would also be desirable not only for fires but also for multi-casualty or hazardous material incidents or any incident that was of an unusual nature. The end result being that the Department would produce a consistent, objective report that could be distributed to everyone.

#### PUBLIC COMMENT

*Nicol Juratovac*, Steering Committee, UFSW (United Fire Service Women), stated that the commission was welcome to call on the UFSW if they wished to know their stance on various issues currently in the Department. The UFSW does have many issues starting with the post-fire analysis discussion earlier; issues regarding promotions and other issues brought forward by the membership regarding professional conduct at fire stations. The UFSW wishes to champion a work environment that fosters dignity and respect for all firefighters, and not just for women firefighters and women of color.

#### PERSONNEL REPORTS

a. Division of Training

Submitting monthly report from Division of Training concerning activities performed during July 2006.

b. Physician's Report

Submitting biweekly report of Fire Department Physician concerning disability injuries, July 29 through August 11, 2006.

c. Appointments

Reporting the following PERMANENT appointments:

*H2 Firefighter*

<i>Name</i>	<i>Effective Date</i>
Neal J. Cavellini	Jul. 30, 2006
Eli Chan	Jul. 30, 2006
Joshua E. Ravi Cusick	Jul. 30, 2006
Neree Dastous	Jul. 30, 2006
Kevin W. Kuhn	Jul. 30, 2006
Patrick J. Rabbitt	Jul. 30, 2006
David N. Sweeney	Jul. 30, 2006
Brian P. Walsh	Jul. 30, 2006
David Waters	Jul. 30, 2006
Todd Weddle	Jul. 30, 2006
Wayne Chew	Aug. 01, 2006
Maribeth R. Jensen	Aug. 02, 2006
John K. Murnane	Aug. 03, 2006
Michael M. Murphy	Aug. 03, 2006
William A. Wyckoff	Aug. 03, 2006
Pedro A. Martinez	Aug. 05, 2006
Tracy L. Frantz	Aug. 06, 2006
Ryan A. Kennedy	Aug. 07, 2006
Matthew J. Lee	Aug. 08, 2006

d. Retirement

Communication received from Retirement Board indicating the following member has retired:

<i>Name</i>	<i>Rank</i>	<i>Type</i>	<i>Retirement Date</i>
Kazarian, Alan C.	H2 Firefighter	Service	Jul. 28, 2006

*(Retirement Certificate will be presented at Fire Commission Meeting of October 26, 2006)*

e. Suspension

Reporting the following suspension:

<i>No./Rank of Members</i>	<i>Unit</i>	<i>Days Suspended</i>	<i>Dates</i>	<i>Violation of</i>
1 H2 Firefighter	Airport	30 calendar days	08-01-06 thru 08-30-06	Sec. 3912, Para. 3 (Intoxicants/Drugs) Substance Abuse Policy (Illegal Drugs)

f. Leaves

Reporting leave of absence with pay for Lieutenant Brendan O'Leary, Bureau of Fire Prevention, for five days, September 18 through September 22, 2006, in order to attend the State Fire Marshal Prevention 2A (Fire Alarm Equipment and Sprinkler Hydraulic Calculations) class in San Carlos, California. The Department will not incur any travel related expenses for Lieutenant O'Leary's attendance. Lieutenant O'Leary will not be replaced.

Reporting leave of absence with pay for Inspector Alec Balmy, Bureau of Fire Prevention, for five days, October 2 through October 6, 2006, in order to attend the State Fire Marshal

Prevention 2C (Special Hazard Occupancies) class in San Carlos, California. The Department will not incur any travel related expenses for Inspector Balmy's attendance. Inspector Balmy will not be replaced.

Reporting leave of absence with pay for Acting Inspector Janice Hayes, Bureau of Fire Prevention, for five days, November 13 through November 17, 2006, in order to attend the Industrial Emergency Council Fire Prevention 3A course in San Carlos, California. The Department will not incur any travel related expenses for A/Inspector Hayes' attendance. A/Inspector Hayes will not be replaced.

Reporting leaves of absence with pay for the time period from May 2006 through October 2006 for the following:

<i>No. of Members</i>	<i>Rank</i>	<i>Total amount of leave (days)</i>
16	H2 Firefighter	617
1	H3 Firefighter/Paramedic	6
1	H22 Lieutenant	52
1	H30 Captain	4
1	H33 Rescue Captain	30
1	H50 Assistant Chief	36
	Total Number of Days with Pay	745

Reporting intermittent leaves with pay for the time period from May 2006 through August 2007 for the following:

<i>No. of Members</i>	<i>Rank</i>	<i>Dates of leave</i>
1	1824 Principal Admin. Analyst	Aug 1, 2006 – Jul 31, 2007
1	H2 Firefighter	Jul 1, 2006 – Jul 1, 2007
1	H2 Firefighter	Jul 5, 2006 – Jul 14, 2007
1	H2 Firefighter	Oct 13, 2006 – Jun 27, 2006
1	H2 Firefighter	Aug 3, 2006 – Aug 2, 2007
1	H2 Firefighter	Jun 13, 2006 – Jun 13, 2007
1	H2 Firefighter	Aug 25, 2006 – Aug 25, 2007
1	H2 Firefighter	Jun 6, 2006 – Jun 5, 2007
1	H2 Firefighter	Oct 28, 2006 – Aug 27, 2007
1	H2 Firefighter	Jul 24, 2006 – Oct 31, 2006
1	H3 Firefighter/Paramedic	Jul 31, 2006 – Jul 31, 2007
1	H3 Firefighter/Paramedic	Aug 16, 2006 – Aug 15, 2007
1	H20 Lieutenant	Aug 9, 2006 – Aug 8, 2007
1	H22 Lieutenant	Jul 19, 2006 – Jul 19, 2007

Reporting leaves of absence without pay for the time period from March 2005 through August 2007 for the following:

<i>No. of Members</i>	<i>Rank</i>	<i>Total amount of leave (days)</i>
1	H1 Paramedic	208
7	H2 Firefighter	793
	Total number of Days w/o Pay	1001

g. Military Leave

Reporting approval of application from one member for Military Leave of Absence in order to comply with Military Orders received from his commanding officer:

Name	Rank	Dates	Days	Military Organization	Purpose
Caulder, Leonard MSGT (With pay)	H3 FF/PM	08-11-06 thru 08-26-06	16	US Air Force Res. Travis AFB, CA	Attend Active Duty Training
(Without pay)		08-10-06 08-27-06 08-28-06	3	US Air Force Res. Travis AFB, CA	Attend Active Duty Training

President Conroy directed that the report be accepted and incorporated in the minutes of today's meeting.

## 7. ADJOURNMENT

There being no further business to come before the Commission, the meeting was adjourned at 8:05 p.m.

Tania Bauer  
Secretary



## **San Francisco Fire Department**

Planning and Research  
Scheduling

### **Scheduling Responsibilities**

- Balance Daily Staffing
- Manage Short and Long Term Leaves
- Balance the 31 Tours
- Schedule Training
- Manage Reports; NFIRS
- Information Requests

### **Planning and Research**

- Chief Officer
- Direct report to the Deputy Chief of Administration
- Responsible for
  - Strategic Planning
  - Research
  - Continuous Quality Improvement
  - Personnel Scheduling

### **Office Staff**

- The Office is staffed daily by three Lieutenants
  - 0600 to 1630 hours on weekdays
  - 0600 to 1300 hours on weekends

### **Balancing Personnel**

- Scheduling maintains minimum staffing levels for emergency response consisting of:
  - 42 Engines
  - 19 Trucks
  - 11 Chiefs
  - 14 Medic Units
  - 4 Rescue Captains
  - 2 Rescue Squads
- The current minimum staffing level for the Department is 329 members

### **Balancing Personnel**

- The office schedules daily personnel per MOU rules and Departmental policies
  - Goal is to minimize operational impact while minimizing costs
  - Complicating factors include special events, mandated training and emergency mutual aid requests

### **Balancing Personnel**

- Scheduling has three desks
  - Firefighter/Paramedics
  - Officers
  - Roll Call (Firefighters)
- At each of the desks, the Officer balances the day by assigning personnel to positions that are vacant because of open assignments, vacations, absences, or injuries

### **Balancing Personnel**

- The Scheduling Office hires all overtime in Suppression
- The selection process for WDOs is based on an index number that is derived from the total number of WDOs a member has worked throughout their entire career
- Member with the lowest index number is selected first

### **Balancing Personnel**

- Officer positions not filled by overtime are filled using Like Work Like Pay (LWLP)
- LWLP daily assignments are based on Civil Service Eligibility Lists and seniority

### **Manage Short & Long-Term Leaves**

- Sick leave
  - Receive calls on daily use of sick leave
  - Maintain records of sick leave use
  - Enforce Department's sick leave policies
- Vacation
  - Develop vacation quotas that are proportional to the ranks of Department personnel
  - Process all yearly and daily vacation requests
  - Maintain records of vacation use
- Temporary Modified Duty
  - Assign and track all members placed on Modified Duty

### **Firefighter/Paramedic Details**

- Firefighter/Paramedics (H3s) are in positions that rotate equally between Engine, Medic and Vacation Relief (VR)

### **Balancing Tours**

- The Office manages the Department's 31 tour system to maintain balance between tours to minimize the effects of leave on operations
- Processes yearly vacancy bid, which allows members to provide their preferred worksite and schedule to be matched with Departmental openings
- The Office converted the Department from the 21 tour system to the 31 tour system

### **Assignments**

- Members are awarded spots on a vacancy list based on their seniority in rank
- The vacancy list bidding process is held annually in the fall/winter
- Vacation relief members are assigned to positions to balance the daily staffing model

### **NFIRS**

- Assists Officers in suppression with completion and accuracy of fire reports

### **Schedule Training**

- The Office uses the PeopleSoft scheduling system to organize battalion-based, certification, and homeland security training
- Scheduling training often requires multiple personnel changes
- Assists the physician's office in the scheduling of health checks for all members

### **Information Requests**

- The Office also provides
  - Information on daily assignments to command staff and field personnel
  - Data for Sunshine Ordinance requests
  - Data for Research and Planning



**FIRE COMMISSION**  
City and County of San Francisco  
Gavin Newsom, Mayor

Paul A. Conroy, *President*  
Stephen A. Nakajo, *Vice President*  
Clementine Clarke, *Commissioner*  
George Lau, *Commissioner*  
Victor Makras, *Commissioner*



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San Francisco, CA 94107  
Telephone 415.558.3451  
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Tania Bauer, *Secretary*

No. 06-29

**FIRE COMMISSION REGULAR MEETING**  
Thursday – September 14, 2006 – 6:00 p.m.  
698 Second Street, Room 102, San Francisco, CA 94107

**AGENDA**

DOCUMENTS DEPT.

Item No.

**1. ROLL CALL**

President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	George Lau
Commissioner	Victor Makras

Acting Chief of Department     Richard Kochevar

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**2. PUBLIC COMMENT**

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. Commissioners are not to enter into debate or discussion with a speaker. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

**3. APPROVAL OF THE MINUTES [Action]**

Regular Meeting of August 24, 2006, and Special Meeting of August 24, 2006 (5:00 p.m.).

*Action to be taken: Approval of the minutes*

**4. DISCIPLINARY HEARING ASSIGNMENTS [Discussion]**

Report on Assignments of disciplinary matters pending against the following member(s) to an individual Commissioner for the taking of evidence.

Name	Case No.	Type of Case
Firefighter/Paramedic Pablo Siguenza	06 – 8	Verified Complaint filed with Commission
Firefighter Dustin Ruff	06 – 9	Verified Complaint filed with Commission

**San Francisco Fire Commission**  
**NOTICE OF COMMISSION PROCEDURES**

**Commission Office**

The San Francisco Fire Commission Office is located at 698 Second Street, Room 220, San Francisco, CA 94107. The telephone number is (415) 558-3451; the fax number is (415) 558-3413. The web address is [www.sfgov.org/fire\\_comm/](http://www.sfgov.org/fire_comm/). Office hours are from 8:30 a.m. to 5:00 p.m. Monday through Friday.

**Documents for Public Inspection**

Documents referred to in the agenda, if more than one page in length, are available for public inspection and copying at the Commission Office.

**Information on Disability Access<sup>1</sup>**

The Fire Commission regularly meets at Fire Department Headquarters, Room 102, 698 Second Street on the 2<sup>nd</sup> and 4<sup>th</sup> Thursday of the month.

The Fire Commission meeting room is wheelchair accessible. The closest accessible MUNI lines serving this location: 15 Third, 42 Downtown Loop, and N Judah (Second and King). Additional lines serving this location are the 30 Stockton and 45 Union. For more information about MUNI accessible services, call (415) 923-6142.

The following services are available on request 48 hours prior to the meeting: (1) American Sign Language interpreters; (2) use of readers, (3) sound enhancement system, and (4) alternative formats of the agenda and minutes. Please contact the Secretary, Fire Commission, at (415) 558-3451 to make arrangements. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

**Policy on use of Cell Phones, Pagers and Similar Sound-Producing Electronic Devices at and During Public Meetings**

The ringing and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

**Know your Rights under the Sunshine Ordinance**

*(Chapter 67 of the San Francisco Administrative Code)*

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance, or to report a violation of the ordinance, or to obtain a free copy of the Sunshine Ordinance, contact Donna Hall, Administrator of the Sunshine Ordinance Task Force, 1 Dr. Canton B. Goodlett Place, Room 409, San Francisco, CA 94 102-4683 at (415) 554-7724, by fax: (415) 554-7854, by e-mail: [Donna.Hall@sfgov.org](mailto:Donna.Hall@sfgov.org) or on the City's website at [www.sfgov.org/bdsupvrs/sunshine](http://www.sfgov.org/bdsupvrs/sunshine).

**San Francisco Lobbyist Ordinance**

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist (SF Campaign & Governmental Conduct Code § 2.100) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the San Francisco Ethics Commission at 30 Van Ness Ave., Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and web site <http://www.sfgov.org/ethics/>.

**5. COMMUNICATIONS RECEIVED BY COMMISSION [Discussion]**

(August 18, 2006, through September 7, 2006)

**COMMUNICATIONS ADDRESSED DIRECTLY TO THE COMMISSION**

None

**COMMENDATIONS AND LETTERS OF RECOGNITION**

1. From Stephanie Hoscheit, commending the members of Station 13, especially the paramedics and EMTs, that treated and transported her on July 16<sup>th</sup> for their professionalism.  
Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

**CHARGES ISSUED BY CHIEF OF DEPARTMENT**

Submitting verified complaint filed with the Commission against Firefighter Dustin Ruff, dated August 24, 2006, for violation of the Rules and Regulations as follows:

- Section 3911 – Altercations
- Section 3915 – Proper Behavior
- Section 3919 – Unacceptable Language
- Section 3920 – Violence
- Section 3923 – Disobedience
- Section 3924 – Insubordination
- Workplace Violence Guidelines

**6. CHIEF OF DEPARTMENT'S REPORT [Discussion]**

**REPORT FROM CHIEF OF DEPARTMENT**

Report from Chief of Department Joanne Hayes-White on current issues, activities and events, including discussion of the current budget, updates on Divisions within the Department, including Administration, Operations, and EMS Reconfiguration.

**REPORT FROM OPERATIONS**

Richard E. Kochevar, Deputy Chief, Operations, reporting on overall operations during the period August 9 through September 12, 2006, and a report from the Emergency Medical Services Division regarding EMS Division activities.

**PRESENTATION ON USE OF BIO-DIESEL IN THE SAN FRANCISCO FIRE DEPARTMENT**  
Firefighter/Paramedic Brie Mathews, Firefighter Michael Ferry

**PERSONNEL REPORTS**

- a. Physician's Report  
Submitting biweekly report of Fire Department Physician concerning disability injuries, August 12 through August 25, 2006.
- b. Appointments  
Reporting the following PERMANENT appointments:



## H2 Firefighter

Name	Effective Date
Gerald Gauer	Aug. 12, 2006
Thomas R. Johannessen	Aug. 14, 2006
John B. McGee	Aug. 17, 2006
William Boyle	Aug. 19, 2006
Alexander D. Untalan	Aug. 22, 2006

Reporting the following PROVISIONAL appointment effective *SEPTEMBER 5, 2006*:

## 7388 Utility Plumber

Melvin B. Palmer (vice: William Chow, retired)

### c. Retirements

Communications received from Retirement Board indicating the following members have retired:

Name	Rank	Type	Retirement Date
Bracco, Richard D.	H50 Assistant Chief	Service	Aug. 12, 2006
Zhovreboff, George N.	H2 Firefighter	Service	Aug. 10, 2006

(Retirement Certificates will be presented at Fire Commission Meeting of October 26, 2006)

### d. Suspension

Reporting the following suspension:

No./Rank of Members	Unit	Days Suspended	Dates	Violation of
1 H3 FF/PM	Medic	2	06-30-06	Sec. 3926 (Tardiness &
	39		and	Failure to Report)
			07-01-06	

### e. Resignation

Reporting resignation of H3 Firefighter/Paramedic Sandivar E. Hetzer, effective August 27, 2006. (Approximate length of service – four years.)

### f. Separation

Reporting separation of Permanent Exempt 1237 Training Coordinator Melyssa Jo Kelly, effective close of business August 25, 2006. (Started work 06-03-06.)

### g. Leaves

Reporting leave of absence with pay for the following San Francisco Fire Department's technical search and rescue team volunteers, for six days, September 17 through September 22, 2006, in order to participate in the exercises with the 95<sup>th</sup> Civil Support Team at the College Station (Disaster City) facility in Texas. The leave is funded by the Urban Area Security Initiative Budget for FY 2003 Part 2, which includes funds for field training exercises, travel, lodging, backfills and related materials and supply costs.

The following is a list of volunteers:

Name	Function
David Franklin	Exercise Coordinator
Tom Siragusa	Exercise Evaluator
Ron Tsujimoto	Site/Scene service evaluator



Rich Veal	Logistic Manager
Gary Alttenberg	Supply Unit Leader
Audry Lee	Incident Commander
Kevin Burke	Batt. Chief HazMat
Kirk Richardson	Battalion Chief – Initial Attack
Patrick Gardner	Battalion Chief – Tech. Rescue
Sandy Tong	Rescue Captain
John Cavanaugh	Rescue Captain
Robert Postel	RS Company Officer
Frank Cuffe	Rescue Squad member
Cleland, Jay	Rescue Squad member
Victor Wyrsh	Rescue Squad member
Mark Hayes	Rescue Squad member
Daniel Garcia	Rescue Squad member
Anthony Smerdel	RS Company Officer
Frank Cercos	Rescue Squad member
Joel Sato	Rescue Squad member
Darius Luttrop	Rescue Squad member
Stephen McPartland	Rescue Squad member
David Ritter	Rescue Squad member
Richard Slattery	Truck Company Officer
Lloyd Golderg	Truck member
Philip Telesforo	Truck member
Christopher Hazen	Truck member
Brent Stucket	Truck member
James Kircher	Truck Company Officer
Gregory Cacharelis	Truck member
Ramon Serrano	Truck member
Justin Apostoli	Truck member
Frank Roldan	Truck member
Thomas Jaquysh	Firefighter/Paramedic
Brock Wells	Firefighter/Paramedic
Dominic Ottoboni	Firefighter/Paramedic

Reporting leave of absence with pay for Assistant Deputy Chief Pete Howes, Emergency Medical Services Division, for two days, September 18 through September 19, 2006, in order to attend the regional Metropolitan Medical Response System meeting, in Los Angeles, California. There is no cost to the San Francisco Fire Department. All expenses will be paid by the San Francisco Office of Emergency Services and Homeland Security. Assistant Deputy Chief Howes will not be replaced.

Reporting leave of absence with pay for Inspector Melissa Lerma, Bureau of Fire Prevention, for five days, November 13 through November 17, 2006, in order to attend the State Fire Prevention 3A class in San Carlos, California. The Department will not incur any travel related expenses for Inspector Lerma's attendance. Inspector Lerma will not be replaced.

Reporting leave of absence with pay for Inspector Kaan Chin, Bureau of Fire Prevention, for five days, March 18 through March 23, 2007, in order to attend the FEMA, United States Fire Administration Discovering the Road to High-Risk Audiences class in Emmitsburg, Maryland. The Department will not incur any travel related expenses for Inspector Chin's attendance. Inspector Chin will not be replaced.

Reporting leave of absence with pay for Dorothy Teupel, Clothing Depot, for five days, October 25 through October 29, 2006, in order to attend the Personal Protection Council in Scottsdale, Arizona. Lodging and meals will be paid by the Lion Apparel Company. Ms. Teupel will not be replaced.

h. Military Leave

Reporting approval of application from one member for Military Leave of Absence with pay, in order to comply with Military Orders received from his commanding officer:

<i>Name</i>	<i>Rank</i>	<i>Dates</i>	<i>Days</i>	<i>Military Organization</i>	<i>Purpose</i>
Cuffe III, Frank	H2 FF	08-18-06	3	US Army Res.	Attend
Major		thru		Vail, Colorado	Annual
		08-20-06			Training

### ACCIDENT REPORTS

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	<i>Accident No.</i>	<i>Accident Date</i>	<i>Serial No.</i>	<i>Category</i>	<i>Recommendation</i>
Truck 15	06-7-004	7/12/2006	622	A	File
Cause:	Excessive speed by driver; driving skill deficiency by tiller - While engaged in driver training, Trk 15 struck a pole and a fence				
Engine 34	06-7-005	7/13/2006	534	A	File
Cause:	Misjudged clearance - While responding with red lights and siren, Eng 34 struck a parked civilian vehicle while attempting to park apparatus				
Engine 39	06-7-006	7/19/2006	590	A	File
Cause:	Driver inattention - While backing up at an incident, Eng 39 struck a parked civilian vehicle; no spotters were posted				
Medic 75	06-7-007	7/21/2006		A	File
Cause:	Driver inattention - While pulling forward and turning right at Kaiser Hospital bay, Medic 75 struck a column				
Engine 2	06-7-008	7/25/2006		A	File
Cause:	Misjudged clearance - While backing into quarters, Eng 2 struck a parked civilian vehicle; spotters were posted				
Truck 1	06-7-009	7/27/2006	633	B	Bill

Cause: Struck by vehicle - While proceeding south on Montgomery Street, a civilian vehicle drifted into Trk 1's lane, striking Trk 1

Truck 15                      06-7-010              7/29/2006                      A                      File

Cause: Misjudged clearance - While responding with red lights and siren, and turning right, Trk 15 struck a stopped vehicle

BFP                      06-7-011              7/14/2006              49              B                      Bill

Cause: Struck by vehicle - While turning left, BFP vehicle was struck by a motorcycle travelling at an unsafe speed

Engine 36                      06-7-012              8/3/2006              557              B                      File

Cause: Design flaw - While backing into quarters, the mud flap of Eng 36 was pulled from the apparatus and wedged between the wheel and the curb

Engine 33                      06-7-013              8/7/2006              527              A                      File

Cause: Driver inattention - While responding with red lights and siren, Eng 33 struck Trk 19 which was parked at the incident

BFP                      06-7-014              8/8/2006              43              B                      File

Cause: Struck by vehicle - Department driver noticed damage to department vehicle (hit and run)

Engine 35                      06-7-015              8/12/2006              542              A                      File

Cause: Driver inattention - While proceeding north on Sansome Street, Eng 35 struck mirror of a parked civilian vehicle

*Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.*

*Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.*

*Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.*

## 7. ADJOURNMENT





**FIRE COMMISSION**  
**City and County of San Francisco**  
**Gavin Newsom, Mayor**

Paul A. Conroy, *President*  
Stephen A. Nakajo, *Vice President*  
Clementine Clarke, *Commissioner*  
George Lau, *Commissioner*  
Victor Makras, *Commissioner*



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San Francisco, CA 94107  
Telephone 415.558.3451  
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Tania Bauer, *Secretary*

No. 06-29

**MINUTES OF THE FIRE COMMISSION**

**Regular Meeting – Thursday – September 14, 2006 – 6:00 p.m.**  
698 Second Street, Room 102, San Francisco, CA 94107

The meeting was called to order by President Conroy at 6:05 p.m.

*Item No.*

**1. ON ROLL CALL**, the following were noted present:

President Paul A. Conroy  
Vice President Stephen A. Nakajo  
Commissioner George Lau  
Commissioner Victor Makras

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Commissioner Clem Clarke was excused for business reasons.

Joanne M. Hayes-White	Chief of Department
Richard E. Kochevar	Deputy Chief, Operations
Gary P. Massetani	Deputy Chief, Administration

Assistant Deputy Chiefs – Staff:

Patrick J. Casserly	Division of Airports
Peter Howes	Division of Emergency Medical Services
Thomas A. Siragusa	Division of Training
Robert Navarro	Division of Homeland Security

Chief Officers – Firefighting Services:

James A. Barden	Division 2
Robert T. Serrano	Division 3 (Acting)

**2. PUBLIC COMMENT**

Joe Moriarty, Vice President, San Francisco Firefighters Local 798, wished to inform the Commission that a long standing practice of the Department's disciplinary process, the administrative hearing or Skelley hearing, has been discontinued in cases that will come before the Commission. In addition, there have been instances when the employee had no representation in an interview, nor was the member advised that he or she had a right to



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representation. Interviews of a serious nature were not conducted face to face. He stated that none of these practices were legal requirements but the Department had afforded these considerations to its members in the past. The Commission has a case pending where none of the above practices were afforded to the employee. Mr. Moriarty noted that Local 798 is working with the Administration to improve the disciplinary process.

*John Hanley*, President, San Francisco Firefighters Local 798, wished to inform the Commission that the morale of the members is being affected by these improper investigations. Items of great concern to the union are that interviews are not being tape recorded and members are not being represented at interviews.

*Catie Heringer*, Prevention Coordinator, Alisa Ann Ruch Burn Foundation, wished to recognize the San Francisco Firefighters in Safety Education Program with whom they are partnering to provide the program to children in elementary schools throughout the city. With the Burn Foundation providing materials, and firefighters volunteering their time, this fire safety information has reached 20,000 children in 46 schools across the city in grades K - 5.

*Commissioner Nakajo* noted that in a discussion with Commissioner Conroy regarding the success of the NERT program, it was mentioned that NERT is also fire safety training and that perhaps NERT or some sort of basic fire safety or basic survival training should be implemented in grade schools, intermediate and high schools as part of the curriculum.

*Alan White* stated that the commemoration on this past Monday of 9/11 provided an ideal opportunity for him and others to thank firefighters and volunteers by bringing people together, on very quick notice, to produce an event which featured a film that was the story of Father Mychal Judge, the chaplain of the New York Fire Department, who had perished on 9/11. Many community organizations joined with the Police Officers Association and the San Francisco Firefighters Local 798 and contributed to the effort. He asked that the Commission formally thank Local 798, since they provided funding, and that the event become an annual one.

*Aisha Krieger* responded regarding a survival program, including CPR. She has developed such a program and Chief Hayes-White will be discussing it with representatives from the Unified School District. Ms. Krieger and her associates are trying to promote it and hope that it will go forward.

### **3. APPROVAL OF THE MINUTES [Action]**

Regular Meeting of August 24, 2006, and Special Meeting of August 24, 2006 (5:00 p.m.).

Commissioner Makras moved and Commissioner Lau seconded. There were no questions or discussion and the minutes were approved as presented by a vote of 4-0.  
(Conroy, Nakajo, Lau, Makras).

### **4. DISCIPLINARY HEARING ASSIGNMENTS [Discussion]**

Report on assignments of disciplinary matters pending against the following members to an individual Commissioner for the taking of evidence.

<i>Name</i>	<i>Case No.</i>	<i>Type of Case</i>	<i>Commissioner</i>
Firefighter/Paramedic Pablo Siguenza	06 – 8	Verified Complaint filed with Commission	Makras
Firefighter Dustin Ruff	06 – 9	Verified Complaint filed with Commission	Clarke

**5. COMMUNICATIONS RECEIVED BY COMMISSION [Discussion]**  
(August 18, 2006, through September 7, 2006)

COMMUNICATIONS ADDRESSED DIRECTLY TO THE COMMISSION

None

COMMENDATIONS AND LETTERS OF RECOGNITION

1. From Stephanie Hoscheit, commending the members of Station 13, especially the paramedics and EMTs, that treated and transported her on July 16<sup>th</sup> for their professionalism. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

CHARGES ISSUED BY CHIEF OF DEPARTMENT

Submitted verified complaint filed with the Commission against Firefighter Dustin Ruff, dated August 24, 2006, for violation of the Rules and Regulations as follows:

- Section 3911 – Altercations
- Section 3915 – Proper Behavior
- Section 3919 – Unacceptable Language
- Section 3920 – Violence
- Section 3923 – Disobedience
- Section 3924 – Insubordination
- Workplace Violence Guidelines

President Conroy directed the Secretary to comply with Section 4006 of the Rules and Regulations and inform Firefighter Ruff that the trial will be held September 18, 2006, at 5:30 p.m.

**6. CHIEF OF DEPARTMENT'S REPORT [Discussion]**

REPORT FROM CHIEF OF DEPARTMENT

Report from Chief of Department Joanne Hayes-White on current issues, activities and events, including discussion of the current budget, updates on Divisions within the Department, including Administration, Operations, and EMS Reconfiguration.

Richard Kochevar, Acting Chief of Department, presented the report in Chief Hayes-White's absence since she was attending the Fire Rescue International Conference in Dallas, Texas.

Promotional Process - The H30 Captain job analysis is complete, and the Chief intends to post the job announcement by the end of September, with the actual examination scheduled for early November.

Bay Bridge Closure - A number of glitches occurred but none affected emergency response. The Department's employees were able to get to Treasure Island. An emergency medical response occurred on Treasure Island but no problems were experienced with access to the bridge.



Police/Fire Memorial Mass - Chief Kochevar thanked Commissioners for attending the memorial mass at St. Monica's. It was appreciated by Chief Hayes-White, the command staff and all the members of the Department.

9/11 Commemorative Ceremony - All stations followed the General Order which outlined what was to be done at certain times that day, such as ringing of the bell and the reading of the names of the firefighters that perished.

Broadway After-Hours Activity - The Department is working with the Entertainment Commission and the Police Department to curtail over crowding in and general rowdiness around certain clubs. Fire Inspectors and Battalion Chiefs will survey the area after 9:00 PM for overcrowding and fire-related safety measures.

"Disaster City" at Texas A&M - The Department sent 36 members to the Texas A&M facility which has a vast facility with multiple venues for training. One of the venues is "Disaster City" where collapsed buildings can be created and adjusted, rubble piles and confined spaces of any specification. The Department is bringing its own equipment, purchased with Homeland Security funds, including rescue equipment and various tools, which is being driven down. Members are flying and will be joined by the 95<sup>th</sup> Civil Support Team.

Commissioner Conroy wished clarification on the night club issue and asked if a list existed of the nightclubs that Battalion Chiefs were to check. Chief Kochevar responded that there is a list of clubs for each battalion to inspect but it needs to be updated. Some clubs are inspected at various times in the evening but there are issues with a few clubs primarily after hours. The Department is working with SFPD to resolve these.

Commissioner Conroy wished to know if San Francisco has an urban search and rescue team (USAR). Chief Kochevar responded that at this time San Francisco did not have such a team but he believed that members could be trained to that level of capability. Commissioner Conroy asked if the Department has the capability of doing the same thing as a USAR team could coming from outside the City.

Chief Siragusa responded that there were three levels of USAR teams, the top being a Federal team which has the capability to be self sufficient for 72 hours and has its own equipment, tools and training. This team includes dogs, structural engineers and doctors, with the same members always staying and training together. There are eight of these teams in California and they are a Federal asset. The next level below that would be a Type 2 team which can do a 24 hour operation and includes structural specialists, search dogs, search teams, rescue teams and has its own tools and equipment. The next level is a Type 3 team which can sustain a 12 hour operation and has a task force leader and 28 members. It should include search members, rescue members, search dogs and logistics and planning support for the team.

Chief Siragusa pointed out that currently the Department does not have an identified team but considering the training undertaken by the Department over the past two years, a Type 3 team could be established within the six months to a year. The required training has been completed and the Department has 90% of the required tools and equipment. What has not yet been undertaken is the actual process of putting the formal team together for training and with a task force leader. This would be a task that could be accomplished over the next six to nine months.

Commissioner Conroy noted that it would be advantageous to have such a team in place, not necessarily for the purpose of responding to other jurisdictions, but to have in San Francisco without needing to request help from Los Angeles or even from a greater distance. Commissioner Conroy stated that, in view of the ongoing discussion of disaster preparedness, it

made good sense to him to have a Department urban search and rescue team training together and prepared to respond to a local event. Chief Siragusa agreed that a USAR team would be desirable and that the Department will be developing one since the Department needs to always look to ways that it can be better prepared.

*Commissioner Lau* wanted to know if Chief Kochevar could respond to the concerns voiced by Mr. Moriarty and Mr. Hanley during public comment regarding the Department's investigative process and the lack of representation.

Chief Kochevar stated that the intent has not been to deny representation to anyone but it may have happened, partially because either the investigator or interviewer lacked experience. Due to an increase in the number of cases, investigations are being conducted by less experienced people. The City Attorney involved in discipline has suggested presenting a training class for investigators. If there were cases where procedures were not followed, the Department will consider re-conducting them since it does not wish disparate treatment or inconsistency.

Commissioner Lau noted that it appears that the Department is in agreement with recommendations proposed by Local 798 and there seems to be considerable common ground with both sides working to improve the process.

*Commissioner Makras* asked if the process has changed, that is, is the Department's investigative process the same process it has always used or has it changed recently. One of the changes the union mentioned is a telephone interview versus a personal one. Chief Kochevar responded that the City Attorney has stated that interviews or information gathering was acceptable over the telephone and face-to-face was not required. Over the past year, half of the interviews were done in person, the other half over the telephone. The same ratio holds true for taping of the interviews since neither one had been required.

Commissioner Makras turned to the longest sitting members of the Commission, namely Commissioners Nakajo and Conroy, and asked if they recall what the practice had been. Commissioner Nakajo recalled that there was an interview conducted by an officer and there were transcripts from the interview available to the Commission during the hearing which implies that there was a tape recording. He also recalled that a consistent format was used, that is, similar questions asked. Commissioner Nakajo also recalled that members had the opportunity for representation at the administrative hearing (Skelley) to state their case.

Commissioner Conroy stated that there are several different parts of the investigative process that had been discussed during public comment, the first being the interview. He believed that when the Department suspects that an individual is subject to discipline, it should advise the member of the opportunity for representation. If there has been a change in that part of the process, he is not aware of it since the interviews are a part of the process that happens before the matter comes before the Commission. Commissioner Conroy recalled that part of the record in a discipline case was at least a portion of the Skelley hearing transcript. He believes that the Administration has been advised that it is legal to proceed without a Skelley hearing in instances where the Chief is recommending more than ten days suspension and the matter will be heard by the Commission, with the required hearing being provided by the Commission itself. This is a change and is of concern to him. Commissioner Conroy also noted that there have been some instances where an untaped interview has been conducted by a person outside the department, with the interviewer later testifying from notes during the disciplinary hearing. He believes that this hearsay testimony is not as reliable as a taped interview.



Commissioner Nakajo added that he was interested in the investigative process being clear and transparent, and that both the Department and the union should be comfortable with it. He was deeply concerned that members may not be getting due process. Commissioner Nakajo assumed that both the Department and the union wanted a sense of cooperation and good faith, and if there were shadows over the process itself, it would be very difficult to achieve that.

#### REPORT FROM OPERATIONS

Richard Kochevar, Deputy Chief, Operations, provided the report for the period of August 9, 2006 through September 12, 2006. There had been three Greater Alarms and 36 working fires. The greater alarm fires resulted in: a total of \$1,075,000 and (1) \$860,000 in property damage; (2) \$200,000 in content damage; (3) \$10,000 in exposure property damage; (4) \$5,000 exposure content damage; (5) 3 civilians injured; (6) no firefighter injured; and (7) 5 people were displaced.

OES Communication Workshop - conducted on August 17<sup>th</sup> and focused on the Tactical Interoperability Communications Plan and hands-on radio operations. Various City departments were represented at the EOC (Emergency Operations Center).

Random SUV Attack - on August 29<sup>th</sup> the Department responded to multiple locations when a driver of a SUV randomly struck and injured pedestrians. A yellow and then red alert announced. 17 Fire Department units and 2 private ambulances responded to eleven separate locations. The Department Operations Center was activated.

Structural Collapse Demonstration - Mayor Newsom toured the Treasure Island Training Facility and observed a presentation on structural collapse. Department members demonstrated techniques on how to locate, breach concrete, enter a confined space and rescue a victim.

OES 248 - was requested by OES Region 2 for deployment to the "Bar Complex" fire in Shasta Trinity National Forest. The fire has been burning since July 26<sup>th</sup> and had consumed 50,000 acres to date. OES 248 is providing structural protection.

#### EMS REPORT

Pete Howes, Assistant Deputy Chief, EMS, reported that the Department had two multi-casualty incidents. On August 21<sup>st</sup>, a gunman opened fire on bystanders near a hang-glider launch at Fort Funston. Three people were injured and Suppression and EMS crews provided highest level of care. Ground transport was used with airlifts standing by.

On August 29<sup>th</sup>, an SUV driver randomly struck pedestrians and injured 14 people during his rampage. Response times were quick, clinical abilities long and on-scene times were not extensive despite the difficulties of multiple locations, patient count and distance from hospitals. Company officers acted quickly, recognizing the amount of patient load in the district, and called in additional resources to affect a well coordinated response. Chief Howes commended crews on their performance on these two incidents and on all of the 100,000 calls they respond to every year on Engines, Trucks and ambulances.

Annual inspections have been completed, with the assistance of Firefighter Paramedic Dan Loughran who ensured that every piece of equipment had been checked and properly stocked. Captain Tangherlini continues to work with the home team and they make over 13 contacts a day referring "frequent user" patients to social services who would have ordinarily been by engine and ambulance crews multiple times a day.

In closing, Chief Howes informed the Commission that the American Heart Association issued new guidelines for the care and treatment of heart attack and cardiac arrest patients. The

training staff at Treasure Island will update the training of members to comply with the new guidelines.

**PRESENTATION ON USE OF BIO-DIESEL IN THE SAN FRANCISCO FIRE DEPARTMENT**  
FF/PM Mathews started the presentation by defining Bio-diesel as a clean burning diesel fuel that it could benefit the fire service because it had less toxic emissions. For the average firefighter, incidental smoke and diesel exhaust are the leading sources of exposure to airborne carcinogens. A SFFD and UCSF study seeks to determine that exposure to diesel exhaust is related to transitional Cell Carcinoma.

The use of bio-diesel has shown anywhere from an 11% to 35% reduction in emissions containing carbon monoxide, hydrocarbons, particulates, PAHs, and carcinogens. Bio-diesel is domestically produced, with vegetable oils being the primary raw material. It is fully compatible with modern diesel engines and can be blended with petroleum diesel in any proportion, with most commercial fleets using a 20% bio-diesel and 80% petroleum diesel blend. Bio-diesel is currently used in over 500 fleets nationwide, with the U.S. military being the largest user.

FF/PM Mathews explained how the pilot program had started in May of 2005 until its culmination in a Mayoral Executive Directive that directed all City diesel fleets to phase in the use of B20 citywide by 2008. Due to FF/PM Mathew's and FF Ferry's early self-propelled start and a structured pilot program, the Department finds itself ahead of the Mayoral directive with various city agencies asking them how to get started.

Firefighter Ferry proceeded to explain the actual start of Phase I which was the delivery of 2,000 gallons of the B20 blend to the underground tank at Station 44. An essential part of the program was sampling the fuel tanks to eliminate all contaminants in tanks since bio-diesel is a clean fuel. The apparatus involved in this phase were three engines, one truck and an ambulance. Phase II of the pilot program would be a planned expansion to the remaining portion of Battalion 10. Four of the five vehicles had no performance or maintenance issues. Performance issues persisted with Truck 17 and it was eventually removed from the program. Tests are on-going to determine the reasons and resolve the issues. Firefighter Ferry noted that although B20 had a 20 cents per gallon premium, the use of 180,000 gallons of B20 would only be ¼ of one percent of the total Department operating budget.

FF/PM Mathews and FF Ferry had a number of recommendations for the Department to carry out in order to finish the pilot program and implement B20 Department wide. Considering the health benefits to firefighters and citizens, and the mandate from the Mayors, FF/PM Mathews and FF Ferry believed that the Department will be well served by the implementation of bio-diesel in its fleet.

*Please note: A copy of the Bio-Diesel presentation is attached to the minutes.*

#### **PUBLIC COMMENT**

*John Hanley*, wished to address a number of issues; (1) agreement by the Fire Department that cancer in firefighters is job-related; (2) on-going problems exist with exhaust extractors which are not working in a number of stations; and (3) various mechanical problems with the new American La France fire engines. Mr. Hanley stated that the new engines have both mechanical and electrical problems, such as that they are unable to draft, windows pop out with no reserves in stock, and sirens and air horns go off with no way of stopping them. In addition, the Department only has a one year warranty and Mr. Hanley believes anything less than a 3-year warranty should be unacceptable.



Commissioner Makras noted that whether or not the Lemon Law applies to fire trucks, there are remedies to pursue should a true problem exist with the engines. There should be a process that can be followed to notify the manufacture of the problem and extend protection beyond the one-year warranty.

## PERSONNEL REPORTS

### a. Physician's Report

Submitting biweekly report of Fire Department Physician concerning disability injuries, August 12 through August 25, 2006.

### b. Appointments

Reporting the following PERMANENT appointments:

#### *H2 Firefighter*

<i>Name</i>	<i>Effective Date</i>
Gerald Gauer	Aug. 12, 2006
Thomas R. Johannessen	Aug. 14, 2006
John B. McGee	Aug. 17, 2006
William Boyle	Aug. 19, 2006
Alexander D. Untalan	Aug. 22, 2006

Reporting the following PROVISIONAL appointment effective *SEPTEMBER 5, 2006*:

#### *7388 Utility Plumber*

Melvin B. Palmer (*vice*: William Chow, retired)

### c. Retirements

Communications received from Retirement Board indicating the following members have retired:

<i>Name</i>	<i>Rank</i>	<i>Type</i>	<i>Retirement Date</i>
Bracco, Richard D.	H50 Assistant Chief	Service	Aug. 12, 2006
Zhovreboff, George N.	H2 Firefighter	Service	Aug. 10, 2006

*(Retirement Certificates will be presented at Fire Commission Meeting of October 26, 2006)*

### d. Suspension

Reporting the following suspension:

<i>No./Rank of Members</i>	<i>Unit</i>	<i>Days Suspended</i>	<i>Dates</i>	<i>Violation of</i>
1 H3 FF/PM	Medic 39	2	06-30-06 and 07-01-06	Sec. 3926 (Tardiness & Failure to Report)

### e. Resignation

Reporting resignation of H3 Firefighter/Paramedic Sandivar E. Hetzer, effective August 27, 2006. (Approximate length of service – four years.)

### f. Separation

Reporting separation of Permanent Exempt 1237 Training Coordinator Melyssa Jo Kelly, effective close of business August 25, 2006. (Started work 06-03-06.)

g. Leaves

Reporting leave of absence with pay for the following San Francisco Fire Department's technical search and rescue team volunteers, for six days, September 17 through September 22, 2006, in order to participate in the exercises with the 95<sup>th</sup> Civil Support Team at the College Station (Disaster City) facility in Texas. The leave is funded by the Urban Area Security Initiative Budget for FY 2003 Part 2, which includes funds for field training exercises, travel, lodging, backfills and related materials and supply costs.

The following is a list of volunteers:

<i>Name</i>	<i>Function</i>
David Franklin	Exercise Coordinator
Tom Siragusa	Exercise Evaluator
Ron Tsujimoto	Site/Scene service evaluator
Rich Veal	Logistic Manager
Gary Alttenberg	Supply Unit Leader
Audry Lee	Incident Commander
Kevin Burke	Battalion Chief – HazMat
Kirk Richardson	Battalion Chief – Initial Attack
Patrick Gardner	Battalion Chief – Tech. Rescue
Sandy Tong	Rescue Captain
John Cavanaugh	Rescue Captain
Anthony Smerdel	RS Company Officer
Robert Postel	RS Company Officer
Frank Cuffe	Rescue Squad member
Cleland, Jay	Rescue Squad member
Victor Wyrsh	Rescue Squad member
Mark Hayes	Rescue Squad member
Daniel Garcia	Rescue Squad member
Frank Cercos	Rescue Squad member
Joel Sato	Rescue Squad member
Darius Luttrap	Rescue Squad member
Stephen McPartland	Rescue Squad member
David Ritter	Rescue Squad member
James Kircher	Truck Company Officer
Richard Slattery	Truck Company Officer
Lloyd Golderg	Truck member
Philip Telesforo	Truck member
Christopher Hazen	Truck member
Brent Stucket	Truck member
Gregory Cacharelis	Truck member
Ramon Serrano	Truck member
Justin Apostoli	Truck member
Frank Roldan	Truck member
Thomas Jaquysh	Firefighter/Paramedic
Brock Wells	Firefighter/Paramedic
Dominic Ottoboni	Firefighter/Paramedic

Reporting leave of absence with pay for Assistant Deputy Chief Pete Howes, Emergency Medical Services Division, for two days, September 18 through September 19, 2006, in order to attend the regional Metropolitan Medical Response System meeting, in Los Angeles, California. There is no cost to the San Francisco Fire Department. All expenses will be paid by the San

Francisco Office of Emergency Services and Homeland Security. Assistant Deputy Chief Howes will not be replaced.

Reporting leave of absence with pay for Inspector Melissa Lerma, Bureau of Fire Prevention, for five days, November 13 through November 17, 2006, in order to attend the State Fire Prevention 3A class in San Carlos, California. The Department will not incur any travel related expenses for Inspector Lerma's attendance. Inspector Lerma will not be replaced.

Reporting leave of absence with pay for Inspector Kaan Chin, Bureau of Fire Prevention, for five days, March 18 through March 23, 2007, in order to attend the FEMA, United States Fire Administration Discovering the Road to High-Risk Audiences class in Emmitsburg, Maryland. The Department will not incur any travel related expenses for Inspector Chin's attendance. Inspector Chin will not be replaced.

Reporting leave of absence with pay for Dorothy Teupel, Clothing Depot, for five days, October 25 through October 29, 2006, in order to attend the Personal Protection Council in Scottsdale, Arizona. Lodging and meals will be paid by the Lion Apparel Company. Ms. Teupel will not be replaced.

#### h. Military Leave

Reporting approval of application from one member for Military Leave of Absence with pay, in order to comply with Military Orders received from his commanding officer:

Name	Rank	Dates	Days	Military Organization	Purpose
Cuffe III, Frank	H2 FF	08-18-06	3	US Army Res.	Attend
Major		thru		Vail, Colorado	Annual
		08-20-06			Training

#### ACCIDENT REPORTS

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	Accident No.	Accident Date	Serial No.	Category	Recommendation
Truck 15	06-7-004	7/12/2006	622	A	File
Cause:	Excessive speed by driver; driving skill deficiency by tiller - While engaged in driver training, Trk 15 struck a pole and a fence				
Engine 34	06-7-005	7/13/2006	534	A	File
Cause:	Misjudged clearance - While responding with red lights and siren, Eng 34 struck a parked civilian vehicle while attempting to park apparatus				
Engine 39	06-7-006	7/19/2006	590	A	File
Cause:	Driver inattention - While backing up at an incident, Eng 39 struck a parked civilian vehicle; no spotters were posted				

Medic 75	06-7-007	7/21/2006		A	File
Cause:	Driver inattention - While pulling forward and turning right at Kaiser Hospital bay, Medic 75 struck a column				
Engine 2	06-7-008	7/25/2006		A	File
Cause:	Misjudged clearance - While backing into quarters, Eng 2 struck a parked civilian vehicle; spotters were posted				
Truck 1	06-7-009	7/27/2006	633	B	Bill
Cause:	Struck by vehicle - While proceeding south on Montgomery Street, a civilian vehicle drifted into Trk 1's lane, striking Trk 1				
Truck 15	06-7-010	7/29/2006		A	File
Cause:	Misjudged clearance - While responding with red lights and siren, and turning right, Trk 15 struck a stopped vehicle				
BFP	06-7-011	7/14/2006	49	B	Bill
Cause:	Struck by vehicle - While turning left, BFP vehicle was struck by a motorcycle travelling at an unsafe speed				
Engine 36	06-7-012	8/3/2006	557	B	File
Cause:	Design flaw - While backing into quarters, the mud flap of Eng 36 was pulled from the apparatus and wedged between the wheel and the curb				
Engine 33	06-7-013	8/7/2006	527	A	File
Cause:	Driver inattention - While responding with red lights and siren, Eng 33 struck Trk 19 which was parked at the incident				
BFP	06-7-014	8/8/2006	43	B	File
Cause:	Struck by vehicle - Department driver noticed damage to department vehicle (hit and run)				



Engine 35                      06-7-015                      8/12/2006                      542                      A                      File

Cause:       Driver inattention - While proceeding north on Sansome Street, Eng 35  
              struck mirror of a parked civilian vehicle

*Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.*

*Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.*

*Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.*

President Conroy directed that the report be accepted and incorporated in the minutes of today's meeting.

## **7.    ADJOURNMENT**

President Conroy adjourned the meeting in honor and memory of Reverend Twigg-Porter and Nicholas Cruz.

There being no further business to come before the Commission, the meeting was adjourned at 8:30 p.m.

Tania Bauer  
Secretary

1. The first part of the report is devoted to a general description of the country and its resources. It is found that the country is well adapted for agriculture and stock raising. The soil is fertile and the climate is healthy. The water is pure and the air is fresh. The country is well watered and the crops are abundant. The stock is healthy and the people are happy. The country is well governed and the laws are just. The people are industrious and the country is prosperous.

2. The second part of the report is devoted to a description of the minerals and their uses. It is found that the country is rich in minerals and that they are well adapted for various uses. The minerals are found in various parts of the country and are of various kinds. They are used for various purposes and are of great value to the country.

3. The third part of the report is devoted to a description of the manufactures and their uses. It is found that the country is well adapted for manufactures and that they are well adapted for various uses. The manufactures are found in various parts of the country and are of various kinds. They are used for various purposes and are of great value to the country.

4. The fourth part of the report is devoted to a description of the commerce and its uses. It is found that the country is well adapted for commerce and that it is well adapted for various uses. The commerce is found in various parts of the country and is of various kinds. It is used for various purposes and is of great value to the country.

5. The fifth part of the report is devoted to a description of the population and its uses. It is found that the country is well adapted for population and that it is well adapted for various uses. The population is found in various parts of the country and is of various kinds. It is used for various purposes and is of great value to the country.

## **SFFD Biodiesel Pilot Program**

**Presented by:**

**Brie Mathews and Mike Ferry**

## **SFFD Biodiesel Pilot Program**

**What is Biodiesel?**

**What does it offer the  
fire service?**

## **SFFD Biodiesel Pilot Program**

**What is Biodiesel?**  
**Clean-Burning Diesel Fuel**  
**What does it offer the  
fire service?**  
**Less Toxic Emissions**

## **SFFD Biodiesel Pilot Program**



For the average  
SFFD firefighter,  
incidental smoke  
inhalation and  
diesel exhaust  
are the leading  
sources of  
exposure to  
airborne  
carcinogens

## **SFFD Biodiesel Pilot Program**



**SFFD  
&  
UCSF**



➤ Exposure to Benzene and Polycyclic  
Aromatic Hydrocarbons (PAHs)

**Diesel Exhaust**

## **SFFD Biodiesel Pilot Program**



**SFFD  
&  
UCSF**



➤ Transitional Cell Carcinoma

## SFFD Biodiesel Pilot Program



**SFFD  
&  
UCSF**



- Transitional Cell Carcinoma
- Every firefighter and paramedic, active and retired, will be offered the opportunity to be pre-screened for this specific cancer

## SFFD Biodiesel Pilot Program

### Citizens We Serve



- 60% of responses EMS related

- Large number of transports involve patients with breathing difficulties

## SFFD Biodiesel Pilot Program

### Emissions Reductions: Biodiesel vs. Conventional Diesel

Pollutant	B20 Reduction
Carbon Monoxide	12-24%
Hydrocarbons	11-29%
Particulates	12-18%
PAHs	15-35%
Carcinogens	12-20%

## SFFD Biodiesel Pilot Program

### Biodiesel

- Domestically produced, renewable fuel
- Vegetable oils (e.g. soybean oil) are the primary raw material
- Oils are chemically refined into a diesel fuel with combustion properties similar to petroleum-based diesel
- Fully compatible with modern diesel engines
- Can be blended with petroleum diesel at any percentage
- Industry standard for biodiesel use in large fleets is B20: fuel blend comprised of 20% biodiesel mixed with 80% petroleum diesel

## SFFD Biodiesel Pilot Program

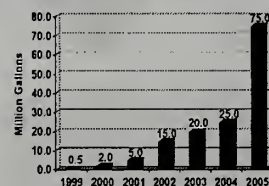
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- Industry standard for biodiesel use in large fleets is B20: fuel blend comprised of 20% biodiesel mixed with 80% petroleum diesel

## SFFD Biodiesel Pilot Program

### Biodiesel

Estimated US Biodiesel Production



- Currently used in over 500 fleets nationwide

- U.S. Military largest biodiesel user



## **SFFD Biodiesel Pilot Program**

### **Background**

- May 2005
  - Approached administration with idea of testing biodiesel in the Fire Department

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  - Approached administration with idea of testing biodiesel in the Fire Department
- May-October 2005
  - Developed framework for pilot program
  - Coordinated with Central Shops, Fire Shop, Bureau of Equipment, Office of Support Services, San Francisco Petroleum, and the Office of Contract Administration
  - Gained support from President of Local 798

## **SFFD Biodiesel Pilot Program**

### **Background**

- May 2005
  - Approached administration with idea of testing biodiesel in the Fire Department
- May-October 2005
  - Developed framework for pilot program
  - Coordinated with Central Shops, Fire Shop, Bureau of Equipment, Office of Support Services, San Francisco Petroleum, and the Office of Contract Administration
  - Gained support from Local 798
- December 2005
  - Received approval to move ahead with program

## **SFFD Biodiesel Pilot Program**

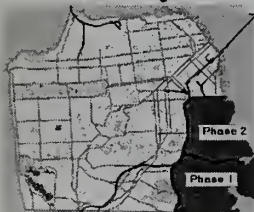
### **Program Goals**

- 1) Can the Fire Department successfully use a biodiesel blend?
- 2) What are the benefits and costs to the Department associated with use of biodiesel?
- 3) What are the primary obstacles to instituting Department-wide use of biodiesel?

## **SFFD Biodiesel Pilot Program**

### **Implementation**

Biodiesel Pilot Program Area

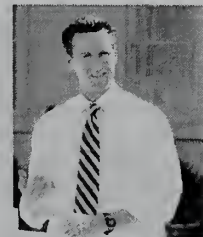


- May 15, 2006
  - Began "a 6-month pilot program to test and monitor the use of a biodiesel fuel blend in the San Francisco Fire Department."

## **SFFD Biodiesel Pilot Program**

### **Mayoral Executive Directive**

- Directs all City diesel fleets to phase in the use of B20
- Goal of City-wide B20 use by 2008



## **SFFD Biodiesel Pilot Program**

### **Mayoral Executive Directive**

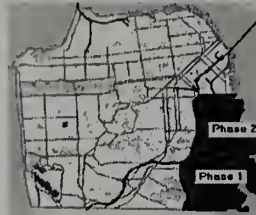
- Fire Department's early commitment to biodiesel means we're ahead of the game
- Lead City agency in terms of biodiesel experience and knowledge
- Resource for other City Departments



## **SFFD Biodiesel Pilot Program**

### **Phase I**

Biodiesel Pilot Program Area



- 3000 gallon underground diesel tank located at Station 44
  - Engines 17, 42, 44
  - Truck 17
  - Medic 17
- Begin fuel sampling of all Fire Department diesel storage tanks

## **SFFD Biodiesel Pilot Program**

### **Why Sample Storage Tanks?**

- Biodiesel is intrinsically a clean fuel
- Poor fuel quality of existing diesel and contaminated storage tanks are two of the major obstacles to implementing the use of biodiesel blends in existing diesel fleets

## **SFFD Biodiesel Pilot Program**

### **Why Sample Storage Tanks?**

- Biodiesel is intrinsically a clean fuel
- Prior to fuel switching necessary to eliminate all contaminants in tanks and insure sufficient fuel quality

## **SFFD Biodiesel Pilot Program**

### **Tank Sampling**



- 16 diesel storage tanks sampled for fuel quality
- Determine best manner to expand program
- Parameters Included:
  - excess water
  - microbial growth
  - oxidation
  - sediment

## **SFFD Biodiesel Pilot Program**

### **Phase 2**

Biodiesel Pilot Program Area



- Planned expansion to remaining portion of Battalion 10
- Not yet implemented due to potential tank maintenance issue

### ***SFFD Biodiesel Pilot Program***

#### **Phase 1: So Far**

- Four months into Phase I
- Over 6000 gallons of B20 delivered to date
- 4 out of 5 test vehicles no major:
  - Maintenance issues
  - Performance issues
- Exception: Truck 17

### ***SFFD Biodiesel Pilot Program***

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### ***SFFD Biodiesel Pilot Program***

#### **Phase 1: Truck 17**

- 3-4 weeks into the program crews began to notice a drop-off in performance
- Truck serviced at Central Shops twice
- Performance issue persisted; removed from program

### ***SFFD Biodiesel Pilot Program***

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### ***SFFD Biodiesel Pilot Program***

#### **Phase 1: Truck 17**

- Year 2000 vehicle
- Performance issues prior to B20 program
- Continuing performance issues since returning to regular diesel fuel

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#### **Phase 1: Truck 17**

- Year 2000 vehicle
- Performance issues prior to B20 program
- Continuing performance issues since returning to regular diesel fuel

### ***SFFD Biodiesel Pilot Program***

#### **Phase 1: Truck 17**

- Possible Explanations:
  - Undiagnosed powertrain issue (engine or transmission) unrelated to B20
  - Undocumented interaction between B20 and Series 60 engine unique to that vehicle
  - Improper blending of the fuel
- Currently attempting to resolve the issue

### ***SFFD Biodiesel Pilot Program***

#### **Phase 1: Truck 17**

- Possible Explanations:
  - Undiagnosed powertrain issue (engine or transmission) unrelated to B20
  - Interaction between fuel blend and Truck 17's engine
  - Improper blending of the fuel
- Currently attempting to resolve the issue

### ***SFFD Biodiesel Pilot Program***

#### **Phase 1: Truck 17**

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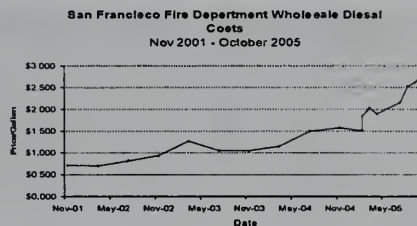
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## SFFD Biodiesel Pilot Program

### Fuel Prices



## SFFD Biodiesel Pilot Program

### Fuel Prices

- 180,000 gallons of diesel fuel per year
  - Even at \$2.80 per gallon, diesel fuel costs are only ¼ of one percent of total Department operating budget
  - ~20 cents per gallon premium for B20
  - \$36,000 per year extra for Department-wide B20 use (less than 1/50<sup>th</sup> of one percent of projected FY 2007 operating budget)

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### ***SFFD Biodiesel Pilot Program***

## **Recommendations**

- Institute Department-wide tank maintenance and fuel quality program
- Further develop and implement biodiesel support infrastructure
- Continue to address potential apparatus performance issues
- Implement Phase 2 fffof pilot program

### ***SFFD Biodiesel Pilot Program***

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### ***SFFD Biodiesel Pilot Program***

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### ***SFFD Biodiesel Pilot Program***

## **Recommendations**

- Institute Department-wide tank maintenance and fuel quality program
- Further develop and implement biodiesel support infrastructure
- Continue to address potential apparatus performance issues
- Implement modified Phase 2 of pilot program

### ***SFFD Biodiesel Pilot Program***

## **Summary**

- Biodiesel is a clean-burning diesel fuel
- Offers less toxic emissions
  - Fewer carcinogens and other airborne pollutants
  - Directly benefits SFFD employees as well as the citizens we serve
- Mandate from the Mayor to Implement B20 use
- Obstacles
  - Compatibility with our current infrastructure (fuel quality) and fleet requirements

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- Mandate from the Mayor to Implement B20 use
- Resolve Issues with our current infrastructure and specific fleet requirements

## **SFFD Biodiesel Pilot Program**

### **Acknowledgements**

- Members of Stations 17, 42, and 44
- Station 44 Acting Captain Rubenstein
- Bureau of Equipment Personnel
- Central Shops Personnel
- Division of Training – Lt. Paratley & Lt. Cunningham
- Support Services - Chief Kalos
- Chief Kochevar & Chief Massetani
- Chief of Department - Chief Hayes-White

## **SFFD Biodiesel Pilot Program**

### **Questions ?**

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**FIRE COMMISSION**  
City and County of San Francisco  
Gavin Newsom, Mayor

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Victor Makras, *Commissioner*



698 Second Street  
San Francisco, CA 94107  
Telephone 415.558.3451  
Fax 415.558.3413  
Tania Bauer, *Secretary*

No. 06-31

**FIRE COMMISSION REGULAR MEETING**  
Thursday – September 28, 2006 – 6:00 p.m.  
698 Second Street, Room 102, San Francisco, CA 94107

**AGENDA**

Item No.

**1. ROLL CALL**

President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	George Lau
Commissioner	Victor Makras
Chief of Department	Joanne Hayes-White

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**2. PUBLIC COMMENT**

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. Commissioners are not to enter into debate or discussion with a speaker. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

**3. RETIREMENT CERTIFICATE [Discussion]**

Reporting Award of Honorable Service to the following member:

Battalion Chief Michael J. Cunnie	Type of Retirement Service	Years of Service 32	Retirement Date Jul. 02, 2006
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**4. APPROVAL OF THE MINUTES [Action]**

Regular Meeting of September 14, 2006.

Action to be taken: Approval of the minutes

**San Francisco Fire Commission**  
**NOTICE OF COMMISSION PROCEDURES**

**Commission Office**

The San Francisco Fire Commission Office is located at 698 Second Street, Room 220, San Francisco, CA 94107. The telephone number is (415) 558-3451; the fax number is (415) 558-3413. The web address is [www.sfgov.org/fire\\_comm/](http://www.sfgov.org/fire_comm/). Office hours are from 8:30 a.m. to 5:00 p.m. Monday through Friday.

**Documents for Public Inspection**

Documents referred to in the agenda, if more than one page in length, are available for public inspection and copying at the Commission Office.

**Information on Disability Access**

The Fire Commission regularly meets at Fire Department Headquarters, Room 102, 698 Second Street on the 2<sup>nd</sup> and 4<sup>th</sup> Thursday of the month.

The Fire Commission meeting room is wheelchair accessible. The closest accessible MUNI lines serving this location: 15 Third, 42 Downtown Loop, and N Judah (Second and King). Additional lines serving this location are the 30 Stockton and 45 Union. For more information about MUNI accessible services, call (415) 923-6142.

The following services are available on request 48 hours prior to the meeting: (1) American Sign Language interpreters; (2) use of readers, (3) sound enhancement system, and (4) alternative formats of the agenda and minutes. Please contact the Secretary, Fire Commission, at (415) 558-3451 to make arrangements. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

**Policy on use of Cell Phones, Pagers and Similar Sound-Producing Electronic Devices at and During Public Meetings**

The ringing and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

**Know your Rights under the Sunshine Ordinance**

*(Chapter 67 of the San Francisco Administrative Code)*

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance, or to report a violation of the ordinance, or to obtain a free copy of the Sunshine Ordinance, contact Donna Hall, Administrator of the Sunshine Ordinance Task Force, 1 Dr. Canton B. Goodlett Place, Room 409, San Francisco, CA 94 102-4683 at (415) 554-7724, by fax: (415) 554-7854, by e-mail: [Donna.Hall@sfgov.org](mailto:Donna.Hall@sfgov.org) or on the City's website at [www.sfgov.org/bdsupvrs/sunshine](http://www.sfgov.org/bdsupvrs/sunshine).

**San Francisco Lobbyist Ordinance**

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist (SF Campaign & Governmental Conduct Code § 2.100) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the San Francisco Ethics Commission at 30 Van Ness Ave., Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and web site <http://www.sfgov.org/ethics/>.

**5. COMMUNICATIONS RECEIVED BY COMMISSION [Discussion]**

(September 7, 2006, through September 21, 2006)

**COMMUNICATIONS ADDRESSED DIRECTLY TO THE COMMISSION**

1. From Joe Moriarty, Vice President, San Francisco Firefighters Local 798, referring to his public comment at the September 14<sup>th</sup> Commission meeting, stating that the Department's investigative process is failing, and referring to a specific case. Copy: Commissioners, Chief of Department and Deputy Chief, Administration.
2. From John Hanley, President, referring to his comments at the September 14<sup>th</sup> Commission meeting, stating that the new American La France fire engines have mechanical deficiencies that need to be corrected. Copy: Commissioners, Chief of Department and Deputy Chief, Administration.
3. From Dan Zucker, inquiring about the frequency of night emergency responses with sirens on from a certain fire station and wondering how much he and his family would be kept awake. Copy: Commissioners and Chief of Department.
4. From Nicol Juratovac, writing on behalf of the United Fire Service Women (UFSW) and transmitting a number of documents to the Commission after their inquiries regarding the 395 Capp Street fire at which there were a number of civilian fatalities and firefighter injuries. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

**COMMENDATIONS AND LETTERS OF RECOGNITION**

1. From Margaret Goodale, Science Education, Randall Museum, thanking the Department for allowing members of Engine 6 to participate with the children in the Sun, Water and Wind Day, with parents impressed by the image of friendliness and service the firefighters conveyed to the children. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.
2. From Ronzy Johnson, Calvary Hill Community Church, thanking the Department for its participation in Back to School Festival and helping to make it a success. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.
3. From Paul Weisenburger, President, Pine Terrace Association, thanking the Department for providing Battalion Chief Al Lee for their annual fire drill, and for his excellent safety presentation which provided valuable information for the safety of their community. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.
4. From Jeffrey Smiley, Lieutenant Colonel, Commander 95<sup>th</sup> Civil Support Team, thanking Chief Hayes-White for speaking inspirationally at the National Civil Support Team Commanders Conference and for demonstrating to other Civil Support Teams that they can also build a personal and professional relationship with even the largest metropolitan cities. Copy: Commissioners.
5. From Heather Fong, Chief of Police, commending Firefighter Jack Forbes for his dedication to duty and assisting the police to apprehend a suspect immediately after a robbery. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.



**6. MAINTENANCE CONTRACT – BYRON EPP [Action]**

Submitting for review and approval a proposed equipment maintenance contract in the amount of \$150,000 from Byron Epp to provide service and repair to the San Francisco Fire Department's telescopic doors. The term of this contract is for two years.

*Action to be taken: Maintenance contract be approved*

**7. MAINTENANCE CONTRACT – EATON ELECTRICAL, INC. [Action]**

Submitting for review and approval a proposed equipment maintenance contract in the amount of \$15,000 with Eaton Electrical, Inc., to provide service and repair to the San Francisco Fire Department's uninterruptible power supplies that service the E-911 data network. The term of this contract is for two years.

*Action to be taken: Maintenance contract be approved*

**8. CHIEF OF DEPARTMENT'S REPORT [Discussion]**

**REPORT FROM CHIEF OF DEPARTMENT**

Report from Chief of Department Joanne Hayes-White on current issues, including discussion of the current budget, updates on Divisions within the Department, including Operations, EMS and introduction of Dr. Karl Sporer, Medical Director.

**REPORT FROM ADMINISTRATION**

Report from Gary P. Massetani, Deputy Chief, Administration, with continuing discussion of the current budget and updates on Administrative Divisions.

**PERSONNEL REPORTS**

**a. Division of Training**

Submitting monthly report from Division of Training concerning activities performed during August 2006.

**b. Physician's Report**

Submitting biweekly report of Fire Department Physician concerning disability injuries, August 26 through September 8, 2006.

**c. Appointment**

Reporting the following PERMANENT EXEMPT appointment effective *AUGUST 26, 2006*:

*0922 Manager I*

Tania Bauer (vice: Tx'd from Bauer's 1540 position)

**d. Retirement**

Communication received from Retirement Board indicating the following member has retired:

Name	Rank	Type	Retirement Date
Chapman, John M.	H2 Firefighter	Service	Sep. 10, 2006

*(Retirement Certificate will be presented at Fire Commission Meeting of October 26, 2006)*



e. Resignation

Reporting resignation of H3 Firefighter/Paramedic, effective August 26, 2006. (Approximate length of service – 14 years.)

f. Leaves

Reporting leaves of absence with pay for the time period from March 2006 through February 2007 for the following:

<i>No. of Members</i>	<i>Rank</i>	<i>Total amount of leave (days)</i>
1	1203 Personnel Technician	10
1	1241 Personnel Analyst	82
14	H2 Firefighter	406
4	H3 Firefighter/Paramedic	89
3	H20 Lieutenant	26
2	H30 Captain	143
1	H40 Battalion Chief	36
Total Number of Days with Pay		792

Reporting intermittent leaves with pay for the time period from July 2006 through October 2007 for the following:

<i>No. of Members</i>	<i>Rank</i>	<i>Dates of leave</i>
1	H1 Paramedic	Sep 25, 2006 – Sep 24, 2007
1	H2 Firefighter	Aug 1, 2006 – Aug 1, 2007
2	H2 Firefighter	Aug 25, 2006 – Aug 25, 2007
1	H2 Firefighter	Jul 30, 2006 – Oct 1, 2006
1	H2 Firefighter	Oct 1, 2006 – Oct 1, 2007
1	H2 Firefighter	Sep 10, 2006 – Sep 9, 2007
1	H2 Firefighter	Aug 29, 2006 – Aug 28, 2007
1	H2 Firefighter	Jun 24, 2006 – Dec 31, 2006
1	H2 Firefighter	Sep 1, 2006 – Sep 1, 2007
1	H3 Firefighter/Paramedic	Aug 1, 2006 – Aug 1, 2007
1	H3 Firefighter/Paramedic	Aug 28, 2006 – Aug 28, 2007
1	H20 Lieutenant	Sep 12, 2006 – Mar 12, 2007

Reporting leaves of absence without pay for the time period from April 2006 through September 2007 for the following:

<i>No. of Members</i>	<i>Rank</i>	<i>Total amount of leave (days)</i>
4	H2 Firefighter	358
Total number of Days w/o Pay		358

g. Military Leave

Reporting approval of application from one member for Military Leave of Absence without pay, in order to comply with Military Orders received from his commanding officer:

<i>Name</i>	<i>Rank</i>	<i>Dates</i>	<i>Days</i>	<i>Military Organization</i>	<i>Purpose</i>
Caulder, Leonard MSGT	H3 FF/PM	09-10-06 thru 09-11-06	2	US Air Force Res. Travis AFB, CA	Attend Active Duty Training

## ACCIDENT REPORTS

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	<i>Accident No.</i>	<i>Accident Date</i>	<i>Serial No.</i>	<i>Category</i>	<i>Recommendation</i>
Medic 7	06-7-016	8/2/2006	751	B	File
Cause:	Struck by vehicle - As Medic 7 driver was exiting the ambulance, the door was struck by a passing vehicle				
Medic 5	06-7-017	8/11/2006	717	B	Bill
Cause:	Struck by vehicle - While stopped in traffic on Hwy 101, Medic 5 was backed into by a truck				
Truck 19	06-7-018	8/14/2006	743	A	File
Cause:	Tiller inattention - While pulling away from an incident, the right rear section of Trk 19 struck a parked civilian vehicle				
Medic 17	06-7-019	8/17/2006	743	A	File
Cause:	Driver inattention - While leaving an incident, Medic 17 struck the mirror of a parked civilian vehicle				
Medic 81	06-7-020	8/18/2006	757	B	File
Cause:	Struck by vehicle - While responding with red lights and siren, and stopped in traffic, Medic 81 was struck by another vehicle attempting to change lanes				
Medic 86	06-7-021	8/19/2006	762	A	File
Cause:	Driver inattention - While making a left turn, Medic 86 struck a parked civilian vehicle				
Engine 31	06-7-022	8/21/2006	531	B	File
Cause:	Struck by vehicle - While double parked on Fulton Street, Eng 31 was struck by a passing vehicle; driver did not stop				
Engine 19	06-7-023	8/22/2006	501	A	File
Cause:	Misjudged clearance - While responding with red lights and siren and turning right, Eng 19 struck a parked civilian vehicle				

Medic 21	06-7-025	8/25/2006	750	B	Bill
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Cause: While responding, Medic 21 struck a piece of pipe that extended from a truck into the street

Tech Response Vehicle	06-7-026	8/30/2006	978	A	File
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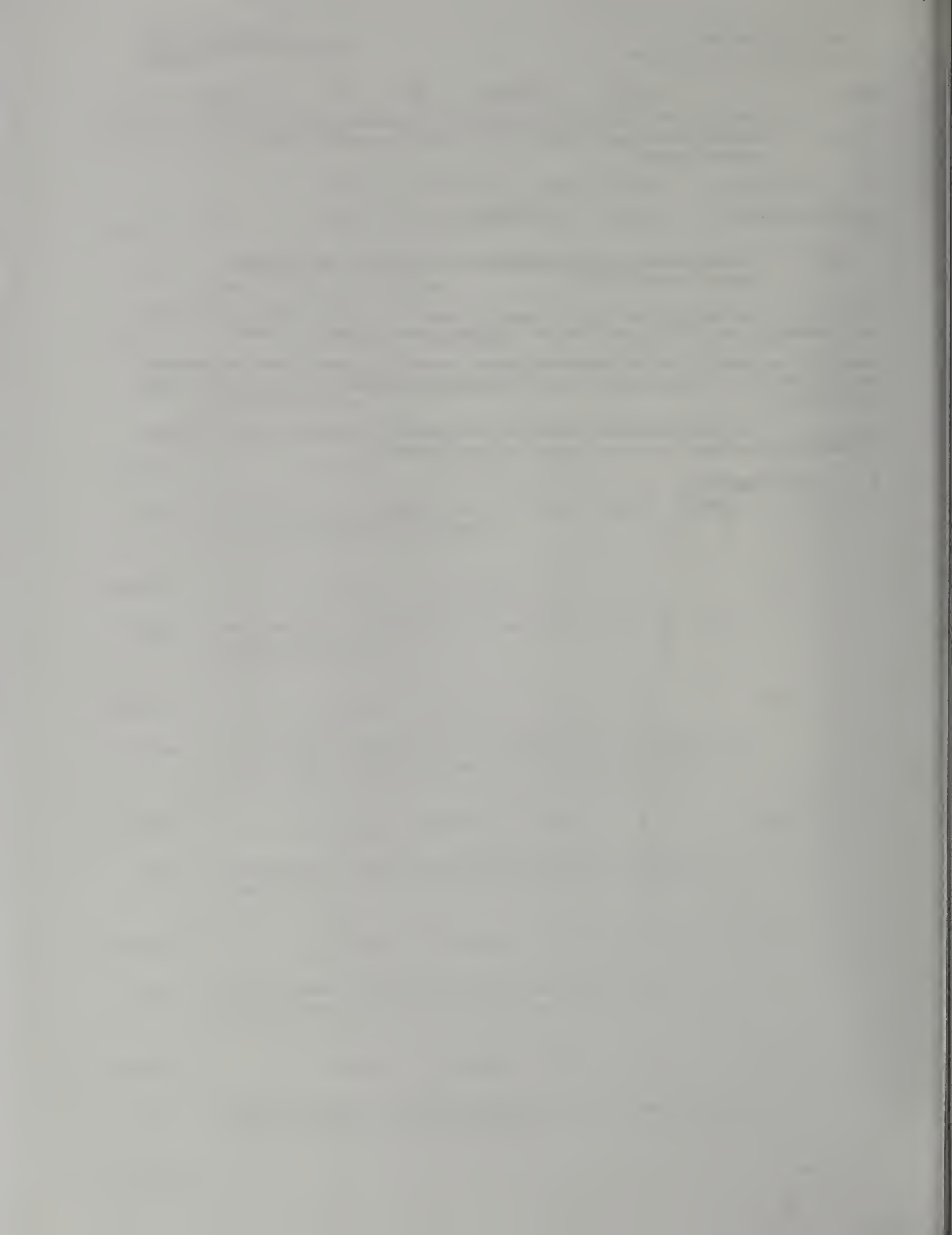
Cause: Misjudged clearance - While proceeding to a training class, TRV 39 scraped the side of a parked taxi cab

*Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.*

*Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.*

*Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.*

## **9. ADJOURNMENT**





**FIRE COMMISSION**  
City and County of San Francisco  
Gavin Newsom, Mayor

Paul A. Conroy, *President*  
Stephen A. Nakajo, *Vice President*  
Clementine Clarke, *Commissioner*  
George Lau, *Commissioner*  
Victor Makras, *Commissioner*



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Tania Bauer, *Secretary*

No. 06-31

**MINUTES OF THE FIRE COMMISSION**

**Regular Meeting – Thursday – September 28, 2006 – 6:00 p.m.**  
698 Second Street, Room 102, San Francisco, CA 94107

The meeting was called to order by President Conroy at 6:10 p.m.

Item No.

1. **ON ROLL CALL**, the following were noted present:

President Paul A. Conroy  
Vice President Stephen A. Nakajo  
Commissioner Clem Clarke  
Commissioner George Lau  
Commissioner Victor Makras

Joanne M. Hayes-White  
Richard E. Kochevar  
Gary P. Massetani

Chief of Department  
Deputy Chief, Operations  
Deputy Chief, Administration

Assistant Deputy Chiefs – Staff:

Patrick J. Casserly

Peter Howes

Barbara A. Schultheis

Lorrie A. Kalos

Thomas A. Siragusa

Robert Navarro

Division of Airports

Division of Emergency Medical Services

Division of Fire Prevention and Investigation

Division of Support Services

Division of Training

Division of Homeland Security

Chief Officers – Firefighting Services:

James A. Barden

Frank T. Cardinale

Division 2

Division 3

EMS Officers:

Karl Sporer, M.D.

SFFD Medical Director

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DATE: [Date]

BY: [Name]

FOR THE USE OF: [Name]

DATE: [Date]

BY: [Name]

Item	Quantity	Unit Price	Total
[Item 1]	[Quantity]	[Unit Price]	[Total]
[Item 2]	[Quantity]	[Unit Price]	[Total]
[Item 3]	[Quantity]	[Unit Price]	[Total]
[Item 4]	[Quantity]	[Unit Price]	[Total]
[Item 5]	[Quantity]	[Unit Price]	[Total]

FOR THE PROJECT: [Project Name]

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DATE: [Date]

BY: [Name]

### 3. RETIREMENT CERTIFICATE [Discussion]

(Taken out of order)

Reporting Award of Honorable Service to the following member:

	Type of Retirement	Years of Service	Retirement Date
Battalion Chief Michael J. Cunnie	Service	32	Jul. 02, 2006

Joanne Hayes-White, Chief of Department, congratulated retired member Battalion Chief Michael Cunnie, and presented him the Retirement Certificates. She recalled highlights of his career, his assignments over the years, his meritorious awards, and his special contribution to the Department.

Retired Battalion Chief Cunnie acknowledged the work of Local 798 and its leadership, their dedication and professionalism, as well as that of the Commission, the Chief and the command staff. He considered himself to be one of the most fortunate people to have been able to work for the best fire department and the best city in the world.

### 2. PUBLIC COMMENT

*Karen Heald*, Steering Committee member, UFSW (United Fire Service Women), wished to clarify a characterization regarding a communication to the Commission from another member which purported to be written "on behalf of the USFW about the Capp Street fire". She clarified that the UFSW has no position on the Capp Street fire. She stated that the USFW strongly supports, and has supported for many years, a post-incident analysis on any major incident, which would provide accurate information that could be disseminated to all members and stop the rumor mill.

*Tony Smerdel*, referring to the Capp Street fire, wished to clarify and rebut allegations made by another member concerning his performance at that fire. His was the second unit on the scene, and he and his partner led the first line into the building and were the first to get water on the fire. He believes these allegations have been made against him in response to an unusual occurrence report he had submitted concerning another member's performance at the fire. Mr. Smerdel has asked numerous Chiefs to investigate these allegations and either charge him or clear his name. He hoped the Commission could assist him in this effort.

*Nicol Juratovac*, referring to the Capp Street fire, did not understand why Local 798 had requested another investigative report of that fire since two investigative reports had already been completed; the reports were conducted by three veteran safety officers and a veteran engineer from OSHA. She noted that the goals of the UFSW coincided with that of the Department in wanting to make the Department not only better but also safer for its members through education, training and experience. She would like to see the adoption of improved safety gear, such as the turnout pants with the ankle safety features. She believes it is important for the Department's membership to work together as a team.

*Mel Stapper* recounted her experience and her resulting injuries from being trapped in a fire in 1995. Her injuries were severe. Ms. Stapper recounted difficulties she experienced with the workers compensation system. She stated that after a period of time following the incident, she was unable to obtain the support she believed she needed from either the stress unit or the union. She advised every firefighter to carry his or her own insurance. Speaking as a person who experienced severe burns, she supported the use of ankle safety features.



*John Hanley*, President, San Francisco Firefighters Local 798 wished to explain the reason why the Commission received an additional letter from the union requesting another report was that it was a request for a *post-incident analysis* of the Capp Street fire. A proper debriefing is of high importance after a fire and he is not sure this has ever been done.

*Joel Sato*, President, Asian Firefighters Association, stated that he had been Tony Smerdel's partner at the Capp Street fire. He pointed out that the two investigations that were performed were both safety investigations and neither was an operational analysis. Mr. Sato suggested that one was much needed, with published findings, to finally put to rest all the allegations that were made about this fire.

*Frank Kelly*, Secretary, San Francisco Firefighters Local 798, took issue with remarks by a previous speaker. He stated that in the many years he has been with the union he is not aware of any instance of Local 798 denying help to anyone with a Workers Comp related injury or any injury in the Fire Department.

*John Darmanin* believed that a post-incident analysis report had been prepared but perhaps it was not published or widely distributed. He also believed that the Department was remiss in not providing easily available equipment that would have prevented or minimized burns that Lieutenant Juratovac and others received at that fire. He believed that the Department should provide more oversight concerning the required cleaning of the personal protective equipment.

*George Smith* stated that the long delays in administering promotional examinations have adversely impacted members' careers. Members should have been able to take a promotional examination once they had four years experience in the department. He also believes that in this dangerous firefighting profession, good leadership, displayed by firefighters and officers, is critical to the safe and efficient team response necessary to getting the job done and avoiding injury at fires. Furthermore, there is no substitute for experience.

*Commissioner Conroy* noted that the whole Department is a team and needs to work together. No where is teamwork better exemplified than in the San Francisco Fire Department. He hoped that everyone will move beyond this controversy, continue to work together and continue to improve upon the excellent work that the Department and its members already do now.

*Commissioner Makras* believed that something may have been overlooked in public comment, namely, that it was a difficult fire and that firefighters did a great job and saved 12 people. If they were aggressive, that was a complement from his point of view.

#### **4. APPROVAL OF THE MINUTES [Action]**

Regular Meeting of September 14, 2006.

Commissioner Nakajo moved and Commissioner Clarke seconded.

#### **PUBLIC COMMENT**

*John Darmanin* did not have an opportunity to review the minutes and President Conroy agreed to take his comment at a later time.

Following agenda item 6, John Darmanin provided the following comment: He referred to a communication that had been cc'd to the Commission that he felt was of high importance but had not appeared in the communications addressed directly to the Commission. He felt special consideration should be given to this type of document even though it was addressed to the Chief of Department.



At this time, there being no further public comment regarding the minutes and there being no further questions or discussion, the minutes were approved as presented by a vote of 5-0. (Conroy, Nakajo, Clarke, Lau, Makras)

**5. COMMUNICATIONS RECEIVED BY COMMISSION [Discussion]**  
(September 7, 2006, through September 21, 2006)

**COMMUNICATIONS ADDRESSED DIRECTLY TO THE COMMISSION**

1. From Joe Moriarty, Vice President, San Francisco Firefighters Local 798, referring to his public comment at the September 14<sup>th</sup> Commission meeting, stating that the Department's investigative process is failing, and referring to a specific case. Copy: Commissioners, Chief of Department and Deputy Chief, Administration.
2. From John Hanley, President, referring to his comments at the September 14<sup>th</sup> Commission meeting, stating that the new American La France fire engines have mechanical deficiencies that need to be corrected. Copy: Commissioners, Chief of Department and Deputy Chief, Administration.
3. From Dan Zucker, inquiring about the frequency of night emergency responses with sirens on from a certain fire station and wondering how much he and his family would be kept awake. Copy: Commissioners and Chief of Department.
4. From Nicol Juratovac, writing on behalf of the United Fire Service Women (UFSW) and transmitting a number of documents to the Commission after their inquiries regarding the 395 Capp Street fire at which there were a number of civilian fatalities and firefighter injuries. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

**COMMENDATIONS AND LETTERS OF RECOGNITION**

1. From Margaret Goodale, Science Education, Randall Museum, thanking the Department for allowing members of Engine 6 to participate with the children in the Sun, Water and Wind Day, with parents impressed by the image of friendliness and service the firefighters conveyed to the children. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.
2. From Ronzy Johnson, Calvary Hill Community Church, thanking the Department for its participation in Back to School Festival and helping to make it a success. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.
3. From Paul Weisenburger, President, Pine Terrace Association, thanking the Department for providing Battalion Chief Al Lee for their annual fire drill, and for his excellent safety presentation which provided valuable information for the safety of their community. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.
4. From Jeffrey Smiley, Lieutenant Colonel, Commander 95<sup>th</sup> Civil Support Team, thanking Chief Hayes-White for speaking inspirationally at the National Civil Support Team Commanders Conference and for demonstrating to other Civil Support Teams that they can also build a personal and professional relationship with even the largest metropolitan cities. Copy: Commissioners.

5. From Heather Fong, Chief of Police, commending Firefighter Jack Forbes for his dedication to duty and assisting the police to apprehend a suspect immediately after a robbery. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

**PUBLIC COMMENT**

*John Darmanin*, referring to two letters that dealt with the Capp Street fire and previous public comment, had hoped that the Commission would have stopped the blame game. He felt that it was more important to analyze and critique what had happened in that fire since many people who were involved were injured, both firefighters and survivors. Mr. Darmanin again emphasized the need for better PPE and an acknowledgement of what happened at 395 Capp Street and afterwards.

*Frank Kelly* wished to clarify the record. He stated that the previous speaker referred to a letter by John Hanley whose actual subject matter had been the American La France engines and not the Capp Street fire. Mr. Kelly believed that the speaker addressed a matter, in contravention of the Brown Act, which did not appear on the agenda.

**6. MAINTENANCE CONTRACT – BYRON EPP [Action]**

Submitting for review and approval a proposed equipment maintenance contract in the amount of \$150,000 from Byron Epp to provide service and repair to the San Francisco Fire Department's telescopic doors. The term of this contract is for two years.

Gary Massetani, Deputy Chief, Administration, provided an overview of the contract. He stated that the contract covers the controls and motors of the telescopic doors at various fire facilities, that is, their maintenance and repair for 24 hours per day. The City's Department of Building Repair can not perform this service. It was necessary to have a sole source contract since no one else can perform this exact service. The Department has had a previous contract with Byron Epp over the past two years; the company has a good performance record and the Department recommends approval of the contract.

*Commissioner Nakajo* wished to know the term of the contract and Byron Epp's service record. Chief Massetani replied that the term was for two years. It was a sole source contract and the company had performed well.

*Commissioner Makras* asked if there had been an RFP (Request for Proposal) and wished to determine why it was a sole source contract.

Lorrie Kalos, Assistant Deputy Chief, Support Services, responded that the telescopic doors are a unique item, with a unique mechanism and manufacturing process. It is not a typical door that can be seen on other housing for apparatus or factory or home, therefore, it is a sole source item and Byron Epp is the only company certified by the manufacturer to repair and maintain the doors.

Commissioner Makras asked if a certified electrician could perform the work defined in the contract. Chief Massetani responded that it was a Byron Epp telescopic door and no other telescopic door repair shop in the area could work on it since they did not have access to the parts. Commissioner Makras was not convinced that there was no one else who could perform the work.

President Conroy suggested that the Department prepare further material in support of this contract and that the item be continued to the next meeting.



Chief Hayes-White asked about the impact that the delay of approval had on the Department. Chief Kalos responded that she has to use the standard procurement process to obtain service for the doors otherwise the invoices from Byron Epp would not be paid. Commissioner Makras was surprised that the current contract did not cover this. Chief Kalos responded that the contract had expired.

#### PUBLIC COMMENT

*John Darmanin* noted that in at least one instance that he was aware of, the door that had not been repaired necessitated a firefighter being hired on overtime to sit and guard the premises to ensure that they are secure. He believed this was wasteful spending and suggested that all doors be replaced and that their maintenance and repair not be a sole source contract.

Commissioner Nakajo wanted to ensure that the two week delay in the possible approval of the Byron Epp contract did not place any of the Department's operation in jeopardy. Chief Massetani responded that a two week delay was acceptable.

Commissioner Makras wished to see, in the material submitted to the Commission, if the contractor had DBE participation. He understood that under contracts with the City, contractors were required to keep a record of how they honor their DBE participation. This contract, as presented to the Commission, does not show a percentage of DBE participation and only speaks to it. He wished to see further details in this matter when it comes before the Commission again.

*Commissioner Lau* added that he wanted to make sure the Department understood exactly what documentation it needed to present since this was a sole source contract and he did not understand how it involved DBE criteria.

President Conroy continued the item to the meeting of October 12, 2006

#### **7. MAINTENANCE CONTRACT – EATON ELECTRICAL, INC. [Action]**

Submitted for review and approval a proposed equipment maintenance contract in the amount of \$15,000 with Eaton Electrical, Inc., to provide service and repair to the San Francisco Fire Department's uninterruptible power supplies that service the E-911 data network. The term of this contract is for two years.

Chief Massetani explained that this was a maintenance contract for the Department's UPS (Uninterrupted Power Supply) system that would maintain electrical power to the Department's network, including the 911 system, in the event of a power outage until the auxiliary generators kicked in. Chief Kalos added that the system had been installed at the time of the remodel of the current Headquarters building. The equipment was aging and needed service and maintenance. It is a new maintenance contract since the warranty had expired.

*Commissioner Nakajo* wished more detail about the equipment and its location. Chief Massetani explained that it is a temporary, battery backup system that provides enough time for the emergency generators to activate so that there will be no loss of data during a power outage.

*Commissioner Makras* wished to know if this was a maintenance contract only and if it had been put out to bid. Chief Massetani replied in the affirmative to both questions.

## PUBLIC COMMENT

John Darmanin believes that the lowest bidder is not necessarily the best and that multiple bids are always welcome for comparison. Mr. Darmanin also recommended that informational calls to other cities or other fire departments result in excellent information on prospective bidders.

Commissioner Nakajo moved and Commissioner Lau seconded. The contract was unanimously approved.

After approval of the contract, President Conroy asked that in the future, the Department should provide in advance whether the contract is sole source, or whether it will be going out to bid and, if so, how many bidders there were and any other pertinent material.

Commissioner Makras added that it would be of value to bring a potential contract to the Commission perhaps six months prior to bid so that the Commission could provide early input and everyone could be well versed and in agreement on the subject matter

## 8. CHIEF OF DEPARTMENT'S REPORT *[Discussion]*

### REPORT FROM CHIEF OF DEPARTMENT

Report from Chief of Department Joanne Hayes-White on current issues, including discussion of the current budget, updates on Divisions within the Department, including Operations, EMS and introduction of Dr. Karl Sporer, Medical Director.

Chief Hayes-White provided the report.

Fire Rescue International Conference – The opportunity to interface with many other department chiefs was a valuable experience as well as the meetings of the Homeland Security and Terrorism Committee, of which she is a seated member.

EMS Reconfiguration - Currently five 24-hour ambulances have been deactivated, and soon a sixth will be. These have been replaced by the dynamically deployed ambulances. Overall, everything is going according to schedule. Call volume is still being analyzed to sustain balance. Chief Hayes-White was satisfied with the way things were going, and proud of the new employees and how they were transitioning and working with 24-hour employees. Chief Hayes-White acknowledged the work of Chief Howes and the EMS Division and the research and analysis conducted under Chief Massetani.

Acting Assignments – Four Battalion Chiefs, twelve Captains and seven Incident Support Specialists were appointed to acting assignments.

Promotional Process - The H30 Captain job announcement has been posted and a General Order has gone out to all members. It will contain a job description and provide related material to study in preparation for the examination. It has been a collaborative effort, with everyone working hard. Chief Hayes-White acknowledged the Department's Human Resources Director and her capable staff, who worked with Phil Ginsburg, Director of Human Resources, and Dr. Bruce Topp who will be assisting with the examination. On October 9<sup>th</sup>, the study package will be distributed to those members who have applied and have been validated for the test.

The first phase of the test, sometime in November, will be fire and EMS scenarios and will be weighted at 70%. The second component, weighted at 20%, will deal with human relations and the third part, weighted at 10%, will encompass report writing and review; they are projected to take place in December. The Department projects 122 applicants for the H30 Captain exam.



Fire Prevention: Plan Check – Chief Hayes-White acknowledged Fire Marshal, Assistant Deputy Chief, Barbara Schultheis and the work of the Plan Check unit, housed in the Department of Building Inspection, in achieving a timely opening of the Westfield Center, its anchor store Bloomingdales and 100 other vendors who all had to undergo the Plan Check process. Their effort was appreciated by the Mayor and all the tenants of the Westfield Center.

A second project of Fire Prevention is the desire of the Mayor to make the Broadway/Columbus corridor safer on the weekends. It is primarily a law enforcement issue but various departments, including the Department of Public Works, the Sheriff, the Police and Fire Departments, are working together. They have determined that after the venues close, there is violence and crime occurring in the streets. The Fire Department, through occupancy limits enforcement, is working with other City departments to mitigate dangerous activities that are occurring in the streets.

Disaster City Exercise – Chief Hayes-White welcomed returning members from this exercise in Texas, carried out in conjunction with 95<sup>th</sup> Civil Support Team. The Department had sent approximately 40 members to drill and train, with the Department's own equipment, in operational readiness, the incident command system and overall interoperability.

Urinary Tract Cancer Screening – There has been collective concern by the Department, the Commission and Local 798 regarding the increased rate of cancer among firefighters. The Department will offer a voluntary program to members to participate in a urinary tract cancer screening. Retired Captain Toni Stefani has spearheaded this effort, working with Dr. Mark Stoller of UCSF. A videotape has been produced to encourage participation of members in the screening. The videotape will be incorporated into battalion-based training and Captain Stefani and Dr. Stoller will visit fire stations to encourage participation.

Airport Drill – All members at the three airport stations performed well in working with other departments at the Airport under the direction of Patrick Casserly, Assistant Deputy Chief, as well as exercising with their partners in San Mateo County EMS and Fire.

Firefighter of the Year Award Dinner - The Award Dinner was sponsored by the Phoenix Society. Lieutenant Tom Posey, Stress Unit, was honored as the 2005 Firefighter of the Year and Lieutenant Erica Artiseros, NERT Coordinator, was honored as the 2006 Firefighter of the Year. All who attended had an enjoyable evening and felt that the honors were well deserved. Both honorees were honored for their important work that touched and changed countless lives, and not for an individual fire incident or rescue. Chief Hayes-White acknowledged the participation by Commissioners Conroy and Lau at the Award Dinner.

Centennial Rigs (American La France Engines) - Chief Hayes-White stated that there were reports in the media about the Department experiencing various electrical and mechanical problems with the apparatus. The Department is working cooperatively with American La France to resolve these issues. All costs, both labor and parts, are being tracked by Central Shops for full reimbursement by the manufacturer. Since the Department is a high profile customer, who had purchased 10 engines costing \$350,000 each, the manufacturer will make every effort to correct any problems. American La France has already agreed to extend the warranty for another year and the Department is working on obtaining a three year warranty.

New Medical Director - Chief Hayes-White wished to introduce the Department's new Medical Director, Karl Sporer, M.D.. She welcomed him as a valued member to the command staff. He has been serving as the Medical Director since September 1, 2006. She asked Dr. Sporer to provide some of his background to the Commission.

Dr. Sporer considered himself fortunate to have the position of SFFD Medical Director. He related that he had been an emergency physician for the past 16 years at San Francisco General Hospital and had the pleasure of serving as the EMSA Medical Director for San Mateo County. In that capacity, he worked with 17 different Fire Departments. Dr. Sporer is looking forward to bringing some of that experience with quality improvement and with clinical use of electronic patient records to the Fire Department. He sees no reason why this Department can not have a premier EMS system and looks forward to working with everyone.

Commissioner Conroy wished to confirm that all expenses so far, both parts and labor expended by personnel at Central Shops, have been covered by American La France and will be reimbursed at no cost whatsoever to the City.

Chief Hayes-White responded in the affirmative and Mike Braun, Supervisor, Central Shops, added that there has been no additional cost to the City. The manufacturer has also covered the cost of transport of vehicles, when necessary, to and from their facility.

#### REPORT FROM ADMINISTRATION

Chief Massetani provided the report.

FY 2006-07 – The Department is in good fiscal shape since with only two months of data, the Department's revenues, including overtime recovery in the Bureau of Fire Prevention, are projected to be higher than budgeted, possibly over \$500,000 at this time. Expenses, with only three months of data, for total salaries were projected to be 2% under budget while overtime expenditures are projected to be 1% under budget.

Division of Training - Battalion Based Training, Module 8, has started. The training is focused on newborn care, safe haven procedures, and live fire evaluations. All members attending Module 9 must bring all their PPE, both sets of their personal protective equipment, which will be inspected by the officers and a clothing representative. The module was developed to ensure that everyone has the proper equipment.

On September 27<sup>th</sup>, the Department conducted joint training exercises with the San Mateo Fire District. The exercise focused on communications and interoperability.

Planning and Research continues preparing the 2007 vacancy list. It will be available in the last quarter of 2006.

The unit is continuing to assist the Homeland Security Division with a call prediction model using census tract data to estimate resources in time of a major disaster.

The unit is also working with the EMS Division on the EMS Reconfiguration to model future locations of Medic units and ALS Engines. As the Department is downsizing the 24-hour Medic units to dynamically deployed ones, this analysis is essential for distributing the workload city-wide.

Management Information Services (MIS) continues to work with the Bureau of Fire Prevention to automate inspection scheduling. For a project like Westfield, with a high number of inspections, automation would have been a great help since more time would have been spent inspecting and less time producing paperwork.

Support Services - An electronic tracking system has been implemented in the last 30 days for tracking facilities maintenance projects. Calls are received daily from captains and officers regarding malfunctioning doors, toilets and sinks in the Departments 60 or more facilities. Over



the years, the scheduling and tracking has been done manually. With the new system, projects will be flagged if not completed on time. Work will finally start on the boiler repair at Station 7 by the Bureau of Building Repairs. The tower at the Division of Training is 99% complete and, weather permitting, will be completed within the next 30 to 45 days.

Human Resources Division has completed the 1844 Senior Management Assistant selection process for the Planning and Research Division. The Department plans on hiring two 1844s to assist in Scheduling (Assignment Office).

Homeland Security Division will be closing the urban area security initiative grants for 2003, 2004 and 2005. The Division is on track in expending all allocated funds, which cover equipment, first responder training and local and state exercises. The Department will participate in a large State initiated exercise at AT&T park on November 15<sup>th</sup>.

Physician's Office - The total number of work-related injuries stood at 19 for August as compared to 26 for June; 10 of the 26 were with lost work time and 9 without. Disability for July was at 39 as compared to July of 2005 at 53.

Investigative Services Bureau – The random alcohol and drug testing program just had its one year anniversary. The projection for one year was to have 400 members tested and the Department tested 394, with only one testing positive.

Commissioners asked questions and Chief Massetani and Chief Hayes-White responded.

*Commissioner Nakajo* wished to know what the Department's hiring plan was considering that two classes of H3 Level 2 had just been graduated and hired. Chief Hayes-White responded that the Department is projecting to hire another class of 24 H3 Level 2 Paramedics. The Department is trying to match hiring with retirements, and is budgeted in this fiscal year for 72 new employees. To date, 48 new employees have been hired.

Commissioner Nakajo also wished to know about the Department's expansion into Mission Bay and the Bayview Hunters Point. He believed it would be of benefit to the Commission if the Department kept it abreast on developments in both these areas on a regular basis.

Chief Massetani responded that the Department is working with the Bureau of Architecture on designs for the Mission Bay project. He added that it will be in conjunction with a Police Station at the same location. Currently, no program development has been started at Hunters Point.

*Commissioner Makras* was pleased about the Department's flexibility in working with the business community to get Bloomingdales and the Westfield Center finished by their targeted date. He believed that this is exactly how the Department should perform and it should have the flexibility to assist the business community since they pay high fees.

Commissioner Makras was also pleased that the H30 Captain test is moving along. He will continue to ask the Chief about the scoring system and secondary criteria, that is, if she has identified the secondary criteria and what weight she had placed on it.

Chief Hayes-White responded that the secondary criteria has been decided but there will be no weight associated with the secondary criteria which consists of (1) SFFD experience, including length and variety; (2) education and training, (3) State Fire Marshal certifications or equivalent; and (4) disciplinary record.

Commissioner Makras wished to know that if there was no weight attributed to an underlying score, of perhaps a total of 100 points, how was the Chief planning to implement it.

Chief Hayes-White responded that there was only one score and that this concept was approved by the Civil Service Commission in June of 2006. This score is derived from the three components of the test: 70% weight on the fire and EMS scenarios, 20% on human relations, and 10% on report writing and review; this provides a 1,000 point total. A list will be generated and the certification rule of statistically valid grouping will apply to this list. Chief Hayes-White plans to place great emphasis on an individual's placement on the list since it is a validated examination that is very job related. She plans to take secondary criteria into consideration when candidates are very closely grouped on the list. This is similar to the Police Department's recently approved secondary criteria by the Civil Service Commission.

Discussion ensued regarding statistically valid grouping, how the band moves and how eligibility is established.

Commissioner Makras asked that if there were 75 open Captain positions, with no new test given within three years, and as slots come up they are filled from the list, that eventually everyone would become a Captain. He asked the Chief whether, at some point as the band moves down, someone will not be considered qualified enough to be a Captain, or does the band just keep going down.

Chief Hayes-White replied that the job announcement made it clear that any member who sits and completes all components of the examination will be on the list and eligible for promotion.

Commissioner Conroy recalled a discussion during an earlier meeting when it was reported that a passing score is 70% and anyone below that score would not be on the list and therefore not eligible for promotion. Chief Hayes-White responded that could be possible on certain promotional exams, such as the Lieutenant's exam, but not on the Captain's exam since everyone is ranked.

Further discussion ensued about the banding process (statistically valid grouping) and whether and when there had been cut-off points on lists or when the total list was eligible.

Jesusa Bushong, Human Resources Director, noted that at times in the past, especially when the Department was under the consent decree, all test takers were eligible, and on other occasions there have been cut-off points. She stated that the Department will be working with DHR (Division of Human Resources) on the statistical analysis for this examination, and should it happen that there are some extremely low scores, she was certain that DHR and the Department would step in and address it. Chief Hayes-White added that the permanent H20 Lieutenants taking the test have been in the field and in supervisory positions for quite some time and would be serious about taking the test and competing for the H30 position.

Commissioner Makras noted that he has now heard various versions of how tests had been handled in the past. He wanted to make sure that the Department, the Commission and anyone taking the test understands the process unequivocally and knows the rules. Commissioner Makras believed that it was the obligation of the Commission to ask hard questions on hard issues, so that everyone knows the rules. If an answer to one of these questions is off the top of someone's head or winged, the entire testing process will be undermined and everyone will be let down after twelve years of waiting. He was striving for a standard that would make the Department victorious, if the test was challenged, and would move permanent Lieutenants to Captains, and would move the Department forward, one more step away from past history, particularly the consent decree.



Commissioner Conroy wished to return to this topic at an upcoming meeting. His basic question is: how does the test ensure that individuals capable of serving as Captains be promoted, and those who are not qualified are not promoted. He further stated that this has been a discussion of the process, not about the individuals who are scheduled to take the examination. He is not suggesting by his questions that any of the 122 people eligible to take the test are not capable of being promoted.

Commissioner Lau suggested that one way to look at this issue is to take a look at how the Department arrived at 122 applicants. One consideration would be to consider all 122 as pre-screened and qualified, and the only item lacking would be ranking.

Commissioner Lau noted, on a different topic, that the Department is using more and more of the Homeland Security grants funding for equipment purchasing. He wished to make sure that the Department had a good inventory system to track all of the equipment purchased with these funds since during audits the Department would be held accountable.

Chief Massetani responded that the Department had just passed the first audit performed by the State. Shortly afterwards, the Department purchased a bar-coding system to identify where equipment is placed after purchase and for maintenance records.

#### PERSONNEL REPORTS

a. Division of Training

Submitting monthly report from Division of Training concerning activities performed during August 2006.

b. Physician's Report

Submitting biweekly report of Fire Department Physician concerning disability injuries, August 26 through September 8, 2006.

c. Appointment

Reporting the following PERMANENT EXEMPT appointment effective *AUGUST 26, 2006*:

*0922 Manager I*

Tania Bauer (vice: Tx'd from Bauer's 1540 position)

d. Retirement

Communication received from Retirement Board indicating the following member has retired:

<i>Name</i>	<i>Rank</i>	<i>Type</i>	<i>Retirement Date</i>
Chapman, John M.	H2 Firefighter	Service	Sep. 10, 2006

*(Retirement Certificate will be presented at Fire Commission Meeting of October 26, 2006)*

e. Resignation

Reporting resignation of H3 Firefighter/Paramedic Perry Lee, effective August 26, 2006.  
(Approximate length of service – 14 years.)

f. Leaves

Reporting leaves of absence with pay for the time period from March 2006 through February 2007 for the following:

<i>No. of Members</i>	<i>Rank</i>	<i>Total amount of leave (days)</i>
1	1203 Personnel Technician	10
1	1241 Personnel Analyst	82
14	H2 Firefighter	406
4	H3 Firefighter/Paramedic	89
3	H20 Lieutenant	26
2	H30 Captain	143
1	H40 Battalion Chief	36
Total Number of Days with Pay		792

Reporting intermittent leaves with pay for the time period from July 2006 through October 2007 for the following:

<i>No. of Members</i>	<i>Rank</i>	<i>Dates of leave</i>
1	H1 Paramedic	Sep 25, 2006 – Sep 24, 2007
1	H2 Firefighter	Aug 1, 2006 – Aug 1, 2007
2	H2 Firefighter	Aug 25, 2006 – Aug 25, 2007
1	H2 Firefighter	Jul 30, 2006 – Oct 1, 2006
1	H2 Firefighter	Oct 1, 2006 – Oct 1, 2007
1	H2 Firefighter	Sep 10, 2006 – Sep 9, 2007
1	H2 Firefighter	Aug 29, 2006 – Aug 28, 2007
1	H2 Firefighter	Jun 24, 2006 – Dec 31, 2006
1	H2 Firefighter	Sep 1, 2006 – Sep 1, 2007
1	H3 Firefighter/Paramedic	Aug 1, 2006 – Aug 1, 2007
1	H3 Firefighter/Paramedic	Aug 28, 2006 – Aug 28, 2007
1	H20 Lieutenant	Sep 12, 2006 – Mar 12, 2007

Reporting leaves of absence without pay for the time period from April 2006 through September 2007 for the following:

<i>No. of Members</i>	<i>Rank</i>	<i>Total amount of leave (days)</i>
4	H2 Firefighter	358
Total number of Days w/o Pay		358

g. Military Leave

Reporting approval of application from one member for Military Leave of Absence without pay, in order to comply with Military Orders received from his commanding officer:

<i>Name</i>	<i>Rank</i>	<i>Dates</i>	<i>Days</i>	<i>Military Organization</i>	<i>Purpose</i>
Caulder, Leonard MSGT	H3 FF/PM	09-10-06 thru 09-11-06	2	US Air Force Res. Travis AFB, CA	Attend Active Duty Training

ACCIDENT REPORTS

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	<i>Accident No.</i>	<i>Accident Date</i>	<i>Serial No.</i>	<i>Category</i>	<i>Recommendation</i>
Medic 7	06-7-016	8/2/2006	751	B	File

Cause: Struck by vehicle - As Medic 7 driver was exiting the ambulance, the door was struck by a passing vehicle

Medic 5	06-7-017	8/11/2006	717	B	Bill
Cause:	Struck by vehicle - While stopped in traffic on Hwy 101, Medic 5 was backed into by a truck				
Truck 19	06-7-018	8/14/2006	743	A	File
Cause:	Tiller inattention - While pulling away from an incident, the right rear section of Trk 19 struck a parked civilian vehicle				
Medic 17	06-7-019	8/17/2006	743	A	File
Cause:	Driver inattention - While leaving an incident, Medic 17 struck the mirror of a parked civilian vehicle				
Medic 81	06-7-020	8/18/2006	757	B	File
Cause:	Struck by vehicle - While responding with red lights and siren, and stopped in traffic, Medic 81 was struck by another vehicle attempting to change lanes				
Medic 86	06-7-021	8/19/2006	762	A	File
Cause:	Driver inattention - While making a left turn, Medic 86 struck a parked civilian vehicle				
Engine 31	06-7-022	8/21/2006	531	B	File
Cause:	Struck by vehicle - While double parked on Fulton Street, Eng 31 was struck by a passing vehicle; driver did not stop				
Engine 19	06-7-023	8/22/2006	501	A	File
Cause:	Misjudged clearance - While responding with red lights and siren and turning right, Eng 19 struck a parked civilian vehicle				
Medic 21	06-7-025	8/25/2006	750	B	Bill
Cause:	While responding, Medic 21 struck a piece of pipe that extended from a truck into the street				
Tech Response Vehicle	06-7-026	8/30/2006	978	A	File
Cause:	Misjudged clearance - While proceeding to a training class, TRV 39 scraped the side of a parked taxi cab				

*Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.*

*Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.*

*Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.*

President Conroy directed that the report be accepted and incorporated in the minutes of today's meeting.

## **9. ADJOURNMENT**

There being no further business to come before the Commission, the meeting was adjourned at 8:50 p.m.

Tania Bauer  
Secretary





## FIRE COMMISSION SPECIAL MEETING

Thursday, October 12, 2006 - 4:00 PM

698 Second Street, Room 102, San Francisco, CA 94107

## AGENDA

Item No.

DOCUMENTS DEPT.

## 1. ROLL CALL

President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	George Lau
Commissioner	Victor Makras

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2. CASE NO. 06-4: HEARING ON VERIFIED COMPLAINT FILED BY CHIEF OF DEPARTMENT, INCLUDING POSSIBLE DELIBERATIONS AND POSSIBLE APPROVAL OF PROPOSED AGREEMENT OR OTHER ACTION ON CHARGES *[Action item]*

On June 8, 2006, Chief of Department Joanne Hayes-White filed a verified complaint with the Commission, charging Acting Investigator Dennis King with misconduct and violation of Department Rules and Regulations as follows:

- Substance Abuse Policy - Illegal Drugs
- Section 3912 (Paragraph 3) - Intoxicants & Drugs

## a. Public Comment on Special Meeting Agenda Item and possible Closed Session

Members of the public may comment on Agenda items that are scheduled for discussion or action [Government Code §54954.3(a), Administrative Code §67.15(b)]

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

1. Public comment on Agenda Item No. 2, including *[if there is a motion or request to go into Closed Session]* public comment on whether to go into Closed Session

2. *If there has been a motion or request to go into Closed Session:* Vote on whether to hold a Closed Session *[Action Item]*

## b. Hearing and Deliberations/Possible Action - Open or Closed Session

1. Hearing on charges
2. Deliberations, and possible approval of agreement or other action on charges *[Action Item]*

## c. If Closed Session is held, Reconvene in Open Session

(1) Report any action taken in closed session, as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4).

(2) Vote to elect whether to disclose any or all discussions held in closed session, as specified in San Francisco Administrative Code Section 67.12(a) *[Action Item]*

## 3. ADJOURNMENT



**FIRE COMMISSION**  
City and County of San Francisco  
Gavin Newsom, Mayor



Paul A. Conroy, *President*  
Stephen A. Nakajo, *Vice President*  
Clementine Clarke, *Commissioner*  
George Lau, *Commissioner*  
Victor Makras, *Commissioner*

698 Second Street  
San Francisco, CA 94107  
Telephone 415.558.3451  
Fax 415.558.3413  
Tania Bauer, *Secretary*

No. 06-34

**FIRE COMMISSION REGULAR MEETING**  
Thursday – October 12, 2006 – 6:00 p.m.  
698 Second Street, Room 102, San Francisco, CA 94107

**AGENDA**

DOCUMENTS DEPT.

Item No.

**1. ROLL CALL**

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President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	George Lau
Commissioner	Victor Makras

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Chief of Department	Joanne Hayes-White
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**2. PUBLIC COMMENT**

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. Commissioners are not to enter into debate or discussion with a speaker. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

**3. APPROVAL OF THE MINUTES [Action]**

Regular Meeting of September 28, 2006.

*Action to be taken: Approval of the minutes*

**4. COMMUNICATIONS RECEIVED BY COMMISSION [Discussion]**  
(September 22, 2006, through October 5, 2006)

**COMMUNICATIONS ADDRESSED DIRECTLY TO THE COMMISSION**

1. From Amir Ervin, commenting on the EMS Reconfiguration and inquiring when the next H3 Level 1 testing and hiring will occur. Copy: Commissioners, Chief of Department and Fire Exam Unit.



**San Francisco Fire Commission**  
**NOTICE OF COMMISSION PROCEDURES**

**Commission Office**

The San Francisco Fire Commission Office is located at 698 Second Street, Room 220, San Francisco, CA 94107. The telephone number is (415) 558-3451; the fax number is (415) 558-3413. The web address is [www.sfgov.org/fire\\_comm/](http://www.sfgov.org/fire_comm/). Office hours are from 8:30 a.m. to 5:00 p.m. Monday through Friday.

**Documents for Public Inspection**

Documents referred to in the agenda, if more than one page in length, are available for public inspection and copying at the Commission Office.

**Information on Disability Access<sup>1</sup>**

The Fire Commission regularly meets at Fire Department Headquarters, Room 102, 698 Second Street on the 2<sup>nd</sup> and 4<sup>th</sup> Thursday of the month.

The Fire Commission meeting room is wheelchair accessible. The closest accessible MUNI lines serving this location: 15 Third, 42 Downtown Loop, and N Judah (Second and King). Additional lines serving this location are the 30 Stockton and 45 Union. For more information about MUNI accessible services, call (415) 923-6142.

The following services are available on request 48 hours prior to the meeting: (1) American Sign Language interpreters; (2) use of readers, (3) sound enhancement system, and (4) alternative formats of the agenda and minutes. Please contact the Secretary, Fire Commission, at (415) 558-3451 to make arrangements. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

**Policy on use of Cell Phones, Pagers and Similar Sound-Producing Electronic Devices at and During Public Meetings**

The ringing and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

**Know your Rights under the Sunshine Ordinance**

*(Chapter 67 of the San Francisco Administrative Code)*

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance, or to report a violation of the ordinance, or to obtain a free copy of the Sunshine Ordinance, contact Donna Hall, Administrator of the Sunshine Ordinance Task Force, 1 Dr. Canton B. Goodlett Place, Room 409, San Francisco, CA 94 102-4683 at (415) 554-7724, by fax: (415) 554-7854, by e-mail: [Donna.Hall@sfgov.org](mailto:Donna.Hall@sfgov.org) or on the City's website at [www.sfgov.org/bdsupvrs/sunshine](http://www.sfgov.org/bdsupvrs/sunshine).

**San Francisco Lobbyist Ordinance**

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist (SF Campaign & Governmental Conduct Code § 2.100) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the San Francisco Ethics Commission at 30 Van Ness Ave., Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and web site <http://www.sfgov.org/ethics/>.



## COMMENDATIONS AND LETTERS OF RECOGNITION

1. From Maria Rowena Mendoza Sanchez, Consul General, Philippines, thanking the Department for their support of the 2006 Philippine Pistahan Parade and Festival held on August 12 and 13, 2006. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.
2. From Kevin Dubler, Chief, Julian Cuyamaca Fire Protection District, praising Lieutenant Steve Gregory for his efforts and professionalism in directing crews that were unknown to him in a successful extrication effort after a mass casualty incident. Copy: Commissioners, Chief of Department and Deputy Chief, Operations

### 5. MAINTENANCE CONTRACT – BYRON EPP *[Action]* (Cont'd from Meeting of 09-28-06)

Submitting for review and approval a proposed equipment maintenance contract in the amount of \$150,000 from Byron Epp to provide service and repair to the San Francisco Fire Department's telescopic doors. The term of this contract is for two years.

*Action to be taken: Maintenance contract be approved*

### 6. CHIEF OF DEPARTMENT'S REPORT *[Discussion]*

#### REPORT FROM CHIEF OF DEPARTMENT

Report from Chief of Department Joanne Hayes-White on current issues, including discussion of the current budget, updates on Divisions within the Department, including Operations, EMS and EMS Reconfiguration, and the Promotional Process.

#### REPORT FROM OPERATIONS

Richard E. Kochevar, Deputy Chief, Operations, reporting on overall operations during the period September 13 through October 10, 2006, and a report from the Emergency Medical Services Division regarding EMS Division activities.

## PERSONNEL REPORTS

### a. Physician's Report

Submitting biweekly report of Fire Department Physician concerning disability injuries, September 9 through September 22, 2006.

### b. Retirement

Communication received from Retirement Board indicating the following member has retired:

Name	Rank	Type	Retirement Date
Horan, Michael P.	H30 Captain	Service	Sep. 23, 2006

*(Retirement Certificate will be presented at Fire Commission Meeting in November, 2006)*

c. Suspension

Reporting the following suspension:

<i>No./Rank of Members</i>	<i>Unit</i>	<i>Days Suspended</i>	<i>Dates</i>	<i>Violation of</i>
1 H2 Firefighter	Medic	8 work days	10-18-06	Sec. 3922 (Acts Detrimental to Welfare of Department)
	32		10-19-06	
			10-21-06	
			10-22-06	
			10-24-06	
			10-25-06	
			10-29-06	
			10-30-06	

d. Leave

Reporting leave of absence with pay for EMS Captain Eric Storey, Emergency Communications Center, for four days, September 25 through September 28, 2006, in order to attend the "Public Safety & Justice User Group Conference" sponsored by Compudyne in Milwaukee, Wisconsin. The Department will not incur any travel related expenses for Captain Storey's attendance. Captain Storey will not be replaced.

7. ADJOURNMENT

**FIRE COMMISSION**  
City and County of San Francisco  
Gavin Newsom, Mayor

Paul A. Conroy, *President*  
Stephen A. Nakajo, *Vice President*  
Clementine Clarke, *Commissioner*  
George Lau, *Commissioner*  
Victor Makras, *Commissioner*



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San Francisco, CA 94107  
Telephone 415.558.3451  
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Tania Bauer, *Secretary*

No. 06-34

**MINUTES OF THE FIRE COMMISSION**

**Regular Meeting – Thursday – October 12, 2006 – 6:00 p.m.**  
698 Second Street, Room 102, San Francisco, CA 94107

The meeting was called to order by President Conroy at 6:15 p.m.

Item No.

**1. ON ROLL CALL**, the following were noted present:

President Paul A. Conroy  
Vice President Stephen A. Nakajo  
Commissioner George Lau  
Commissioner Victor Makras (Excused at 8:00 p.m.)

Commissioner Clem Clarke was excused for business reasons.

Joanne M. Hayes-White	Chief of Department
Richard E. Kochevar	Deputy Chief, Operations
Gary P. Massetani	Deputy Chief, Administration

Assistant Deputy Chiefs – Staff:

Patrick J. Casserly	Division of Airports
Peter Howes	Division of Emergency Medical Services
Barbara A. Schultheis	Division of Fire Prevention and Investigation
Lorrie A. Kalos	Division of Support Services
Robert Navarro	Division of Homeland Security

Chief Officers – Firefighting Services:

James A. Barden	Division 2
Frank T. Cardinale	Division 3

EMS Officers:

Karl Sporer, M.D.	SFFD Medical Director
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## **2. PUBLIC COMMENT**

*John Darmanin*, referring to the safety investigation report on the 395 Capp Street fire, stated his belief that even though there are some positive recommendations in the report, the report is incomplete and facts in the report do not support the recommendations, which leads him to believe that either the recommendations are unfounded or facts are missing from the content of the report.

## **3. APPROVAL OF THE MINUTES [Action]**

Regular Meeting of September 28, 2006.

### **PUBLIC COMMENT**

John Darmanin complained that certain parts of the public comment by a member of the public at the last Commission meeting, which he believed were personal attacks on another person providing public comment at that meeting, were not reflected in the minutes of the meeting. He was surprised that the member of the public was not stopped from making his comments. He also commented upon the integrity of the member of the public, first mentioned above.

Commissioner Nakajo moved and Commissioner Lau seconded. There were no further questions or discussion and the minutes were approved as presented by a vote of 4-0. (Conroy, Nakajo, Lau, Makras)

## **4. COMMUNICATIONS RECEIVED BY COMMISSION [Discussion]** (September 22, 2006, through October 5, 2006)

### **COMMUNICATIONS ADDRESSED DIRECTLY TO THE COMMISSION**

1. From Amir Ervin, commenting on the EMS Reconfiguration and inquiring when the next H3 Level 1 testing and hiring will occur. Copy: Commissioners, Chief of Department and Fire Exam Unit.

### **COMMENDATIONS AND LETTERS OF RECOGNITION**

1. From Maria Rowena Mendoza Sanchez, Consul General, Philippines, thanking the Department for their support of the 2006 Philippine Pistahan Parade and Festival held on August 12 and 13, 2006. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

2. From Kevin Dubler, Chief, Julian Cuyamaca Fire Protection District, praising Lieutenant Steve Gregory for his efforts and professionalism in directing crews that were unknown to him in a successful extrication effort after a mass casualty incident. Copy: Commissioners, Chief of Department and Deputy Chief, Operations

There was no public comment.

## **5. MAINTENANCE CONTRACT – BYRON EPP [Action]** (Cont'd from Meeting of 09-28-06)

Submitted for review and approval a proposed equipment maintenance contract in the amount of \$150,000 from Byron Epp to provide service and repair to the San Francisco Fire Department's telescopic doors. The term of this contract is for two years.

Commissioner Makras thanked staff for preparing the additional information package. He hoped that in the future, the RFP itself would be presented to the Commission prior to the contract being drawn, since that would be the time for the Commission to raise questions regarding cost of maintenance and repair.

Commissioner Conroy noted that the Department has had previous contracts with a specific dollar amount but the amount has not necessarily been spent. He asked for an explanation.

Chief Massetani responded that the Byron Epp contract was up to \$75,000 per year. If no maintenance has been performed on any doors, the Department will not expend anything. It is similar to a credit card with a ceiling of \$75,000. The contract is not only for maintenance but also for door replacement.

Commissioner Conroy wished to know if having a contract of this type, with a limit of \$150,000, was to guarantee that this company would respond and repair the doors, that is, guarantee a service that would not otherwise be provided without a contract. Furthermore, how quickly could a Byron Epp representative get to the fire station to deal with a problem.

Chief Massetani responded that the contract was primarily to provide maintenance on the doors throughout the year and to be proactive and minimize door failures, but should there be a door failure a company could be back in service shortly, without the Department having to go to bid because service would be provided in an expedient manner by the company, usually within hours.

Commissioner Conroy thanked the Department for providing additional information but noted that it would be preferable to bring the matter before the Commission prior to the expiration of the existing contract so that various aspects of the contract could be discussed and modified, if necessary. He also thanked Commissioner Makras for his diligent questioning of the contract since the Commission is charged with the responsibility of oversight of fiscal matters of the Department.

#### PUBLIC COMMENT

John Darmanin commended Commissioner Makras for his questions not only of the Byron Epp contract but of a number of contracts that have come before this Commission. Mr. Darmanin added that in his experience with vendors who wish to contract with the City, the vendor will include anything just to get the contract and that later, unless certain safeguards are written into the contract, it is difficult to have the vendor perform.

Commissioner Lau moved and Commissioner Nakajo seconded. There were no further questions or discussion and the maintenance contract was approved on recommendation of Chief of Department by a vote of 4-0. (Conroy, Nakajo, Lau, Makras)

#### 6. CHIEF OF DEPARTMENT'S REPORT *[Discussion]*

##### REPORT FROM CHIEF OF DEPARTMENT

Report from Chief of Department Joanne Hayes-White on current issues, including discussion of the current budget, updates on Divisions within the Department, including Operations, EMS and EMS Reconfiguration, and the Promotional Process.

Chief Hayes-White presented the report.



FY 2006-07 Budget - Revenues are higher than projected in the Bureau of Fire Prevention at the end of the 1<sup>st</sup> quarter. Expenditures are 2% lower than projected and overtime expenditures are 1% lower than projected.

Disability rates for the month of September are 28% lower than at the same time last year. This reflects good work in the field, excellent training and excellent oversight at working incidents.

American La France Engines - The Department has experienced some mechanical and electrical deficiencies that are being closely monitored and has been in communication with the manufacturer. The Department has met with the president of American La France who is very concerned and very cooperative. He has assured the Department that the warranty for components and workmanship will be extended to three years and both he and the distributor are working with the Department towards a satisfactory resolution. Chief Hayes-White introduced the representative of the manufacturer, who was in attendance.

EMS Reconfiguration - The Department is monitoring the workload closely and is on track in balancing it more evenly. Analysis of posting locations for the dynamically deployed ambulances is on-going. The Department is planning to deactivate another 24-hour ambulance and is determining when and which one it will be.

Another class of 24 H3 Level 2 Paramedics is planned for January 2007, with the Department trying to match new hires with retirements. A further class of 24 H3 level 2 Paramedics is planned for the spring. Only after the graduation of this last class will consideration be given to recruitment of H3 Level 1 EMT candidates.

H30 Captain Examination - The process has started, with the application period having closed on October 6<sup>th</sup>. 119 applications have been received and two rejected because they did not meet minimum requirements. On October 10<sup>th</sup>, preparation materials were distributed to 117 members for the first of three components of the examination, which would demonstrate proficiency at a fire scene and first aid simulation.

311 - The City will be rolling out a 311 call taking, information and dispatch center starting in January of 2007, with full operation commencing on 3/11/07. The City is hiring 40 to 60 people to be call takers. The long term objective of the 311 center is to decrease non-emergency calls to 911 and, at the same time, provide a single number where the public can report a pothole, graffiti or a leaky hydrant, or obtain a referral to an appropriate agency. The 311 center will operate around the clock and will have live people answering and tracking calls.

NERT Drill - NERT will be holding a semi-annual drill on October 14<sup>th</sup> at Ft. Mason Field under the direction of Lieutenant Erica Arteseros.

Oracle Conference - The Department has been working closely with the Police Department and conference coordinators to minimize the impact, and be prepared for, the closure of Folsom Street between 3<sup>rd</sup> and 4<sup>th</sup> Streets starting October 19<sup>th</sup>, 8:00 PM and not reopening until Saturday, October 28<sup>th</sup> at 9:00 AM. A food and beverage tent will be set up in the street for attendees. Oracle is expecting 42,000 to 45,000 attendees, and is paying for all services provided by the City, including overtime. The Oracle Conference is estimated to make a positive economic impact of over \$49 million on the City.

Halloween 2006 - The Department is working closely with the Police, Department of Public Works (DPW) and Budget Director's office in planning for the upcoming Halloween activities. Should good weather prevail, there will be more attendees even though Halloween falls on

a Tuesday this year. The Department needs to have an emergency access lane to deal with any incidents that may occur.

Disaster Preparedness Exercise – The Department participated in a Disaster Preparedness Exercise at the Marina Green on October 14<sup>th</sup> and 15<sup>th</sup>, with Stations 10 and 15 participating, as well as a contingent of NERT volunteers. The new rescue boat was also launched that had been acquired with Homeland Security funds.

Furthermore, the Department developed a new Special Operations plan, working closely with the Port and the Police Department.

#### PUBLIC SAFETY PROMOTIONAL EXAMINATIONS - Ensuring Competency Standards Bruce Topp, Ph.D., Department of Human Resources

Prior to introducing Bruce Topp, Chief Hayes-White appraised the Commission of Dr. Topp's achievements. Dr. Topp currently manages the Public Safety Examination Unit and recently completed both the entry level and Sergeant promotional examinations for the Police Department. He has also overseen decentralized examination activities for other Public Safety Departments, such as 911, Sheriff's and Fire Departments. Dr. Topp joined the City in 2000, when he started as Director of Personnel for the Department of Human Resources. Prior to that, he worked for nine years in Oakland where he supervised police and fire testing and later, all Civil Service testing for that city. Before Oakland, he worked at Lockheed in Silicon Valley where he was in charge of testing and training evaluation for the satellite operation training program.

Dr. Topp related that when he first came to the City and learned that it took one and a half years and \$450,000 to conduct a Sergeant exam in the Police Department, he was shocked. His direction came from Phil Ginsburg, Director, Human Resources Department, and Heather Fong, Chief of Police, to establish a more routine testing schedule, with tests given more frequently and results less litigious, less controversial and more predictable. He stated that the new goal, both for the Police and Fire Department, is to establish a three-year testing cycle, where each examination is given every three years.

Dr. Topp proceeded to provide an overview of promotional testing. He explained how promotional testing typically occurs and the Civil Service guidelines that guide it. Dr. Topp discussed the purpose of pass points, why pre-established pass points are not used, and the considerations that should be taken when setting pass points, that is, how the pass point is set and where it is set. He addressed questions regarding the transformation of scores through a thousand-point scale where 700 is passing. He wished to specifically address the H30 Captain examination.

Dr. Topp delineated H30 Captain Examination process: (1) 119 members applied, 117 met minimum qualifications and may participate; (2) There are three elements to examinations: Fire Scene and first Aid Simulation (70%), report Review (10%) and Human Relations (20%); (3) The examination will result in a 3-year list; (4) A sliding band will be used for certification from the list; and (5) there are over 70 vacancies with the potential for additional vacancies.

Dr. Topp noted that the Commission had concerns that everyone who took the test might automatically be placed on the eligible list. He stated that there were many discussions with Mr. Ginsburg and Chief Hayes-White and the City Attorney's office addressing this point, with the consensus being that those with bare minimum scores would not make the eligible list - there is clearly a public interest in ensuring that whoever is promoted meets standards.



Dr. Topp assured the Commission that all individuals on the eligible list should be able to perform the job. He cited three safeguards that ensure that the individual who will be on the list is qualified: (1) the applicants are screened for minimum qualifications and must have time in grade before they can participate in the test; (2) the applicants will participate in the Civil Service examination process and will be put through the test's exercises to ensure they know what they're doing; and then (3) the Chief will deliberate, applying secondary criteria when making the appointments. He emphasized that placement on the eligible list does not guarantee a job.

In closing, Dr. Topp stated that DHR will review the combined scores at the end of the test and will set a pass point to ensure that successful candidates demonstrate that they have met standards. He noted that everyone in the current H30 candidate pool has extensive job experience and most have served in like work, like pay captain assignments. DHR is dealing with a very experienced group of candidates and it is conceivable that all candidates will earn placement on the list even though a pass point is set. The outcome may be the same as not having a pass point but DHR will go through the exercise to ensure that standards are maintained. Dr. Topp reminded everyone that the Fire Department and DHR are firmly committed, with the Mayor's full support, to start a three year testing cycle which, in the future, will increase the applicant to appointment ratio.

*Please note: Dr. Bruce Topp's presentation is attached to the Minutes.*

Discussion ensued with Commissioners asking questions and Chief Hayes-White and Dr. Topp responding.

Commissioner Nakajo wished to know if the 119 applicants for the H30 Captain examination were what the Department had anticipated. Chief Hayes-White responded that the Department had anticipated between 125 and 130 applicants.

Commissioner Nakajo wished clarification on the use of secondary criteria. Dr. Topp responded that after the eligible list is posted and when the sliding band certification rule is applied, DHR informs the Chief of the names that she can consider. It is at this point that the Chief can apply secondary criteria. Chief Hayes-White added that she had asked that all resumes submitted as part of the application process be submitted on a standard form to equalize the process.

Dr. Topp noted that the application of secondary criteria - training and education, experience, disciplinary record and Fire Marshal courses - can be somewhat subjective. He strongly discouraged applying point levels to each area of the secondary criteria since it can be very problematic.

Further discussion regarding secondary criteria ensued. Commissioner Makras wished to know the name of an expert in Dr. Topp's field who did weight secondary criteria. Dr. Topp referred him Dr. James Outtz, who was the one expert who had done this in a formal process.

Commissioner Makras reiterated his understanding of the examination process, that is, once a candidate has been qualified and since there is no weight to secondary criteria, the Chief may select anyone in the band on the list.

Dr. Topp agreed with Commissioner Makras' interpretation but stated that usually, and he would recommend this, the selections are made from the top of the list and, quite often in rank order for the first four or five candidates.

Commissioner Makras noted that in this H30 Captain exam, the Department has many slots that need to be filled so that a large per cent, maybe 70%, of the candidates that qualified will be

selected. His concern was with setting a precedent, since the Department was setting policy on how it will deal with secondary criteria. Commissioner Makras wanted to make sure that those candidates that were not selected understood the system and believed in it.

*Commissioner Conroy* wished to know to what extent is a test capable of measuring competency or, put another way, can a test predict whether someone will do well in the next step of their career. He also wondered whether someone scoring extremely low would still be promoted.

Dr. Topp responded that he is confident that there have been a number of court decisions that state that if someone is on an eligible list, they are not guaranteed a job. It has been litigated before and, after consulting with the City Attorney, he can make the citations available to the Commission. Dr. Topp noted that many of the City Departments have the same situation.

Commissioner Conroy wished to know if the Department plans to establish a pass point for the H30 Captain exam. Dr. Topp responded that DHR will establish a pass point after the exam has been administered, in conjunction with the examinations team. It will be based on what the ratings show by outside evaluators. If the ratings and comments clearly indicate that an individual is not ready for the job, that person will not make the eligible list.

#### REPORT FROM OPERATIONS

Richard Kochevar, Deputy Chief, Operations, provided the report for the period of September 13, 2006 through October 10, 2006. There had been seven Greater Alarms and 45 working fires. The greater alarm fires resulted in: a total loss of \$11,591,000 with (1) \$7,180,000 in property damage; (2) \$616,000 in content damage; (3) \$2,785,000 in exposure property damage; (4) \$1,010 exposure content damage; (5) 1 civilian injured; (6) four firefighters injured; and (7) 78 people were displaced.

Tri-Annual Inspection - were conducted in Battalions 2,3,6,9 and 10. Initial results indicate that stations, apparatus and members were well prepared for the inspection.

Company-Based Training - Module 9, consisting of live fire company drills and evaluations, childbirth, safe haven for newborn updates and PPE (Personal Protective Equipment) inspection, started October 3<sup>rd</sup> through November 22<sup>nd</sup> at the Treasure Island facility.

Fleet Week - Support was provided, via unified command, for fleet week activities, both water and land based, in conjunction with SFPD, US coast Guard and US Navy.

Air Horn Usage - complaints have surfaced again regarding air horn usage in the Market Street and Tenderloin areas. Companies are reminded to use vehicle warning devices as appropriate for the time of day and response conditions.

Fire Prevention - October 8<sup>th</sup> through October 14<sup>th</sup> is Fire Prevention week. Members have been staffing information tables in various parts of the city. The theme for this year is Fire Safety in the Kitchen.

Fire Prevention staff has submitted to the Chief of Department a report indicating an ever increasing workload over the past six years without a corresponding increase in staff.

Fire Prevention staff are involved in a Fire Safety Program for seniors, partnering with the Alisa Ann Ruch Burn Foundation, the Department of Public Health and the Housing Authority. The program includes education seniors about home fires, and installation of smoke alarms in seniors' homes by volunteer staff.



Airport - Responses at SFO during this period included three full alerts, with confirmed issues, such as, reported smoke in galley, blown tire and problem with landing gear. All landed safely.

Tri-Annual inspections were conducted at the Airport with excellent marks. Members are to be commended for preparation of station and apparatus for the event.

Commissioner Conroy wished to know what the Department has done to lower the number of injuries to firefighters since the Chief mentioned it in her report. Chief Hayes-White responded that it is a combination of things, one being greater vigilance in the medical leave program by the supervisors, and a better tracking mechanism with frequent check-ins and getting people back to work as appropriate. The other aspect is better training in the field with an emphasis on safety, and, also, improved communications. Chief Kochevar added that training is the key. He, also, believes that having a Safety Officer at the emergency scene who brings issues to the attention of the incident commander is important.

Commissioner Conroy wished to know if the Safety Officer can intervene at an incident and either correct something or bring it to the attention of the incident commander. Chief Hayes-White responded that the Safety Officer is support to the Incident Commander and works collaboratively with him or her. She wished to point out that it has been only in the past few years that individuals have been appointed as Safety Officers and they are dedicated solely to that task. The current Safety Officers are Chief Siragusa, Chief Franklin and Captain Connors.

#### PERSONNEL REPORTS

a. Physician's Report

Submitting biweekly report of Fire Department Physician concerning disability injuries, September 9 through September 22, 2006.

b. Retirement

Communication received from Retirement Board indicating the following member has retired:

Name	Rank	Type	Retirement Date
Horan, Michael P.	H30 Captain	Service	Sep. 23, 2006

*(Retirement Certificate will be presented at Fire Commission Meeting in November, 2006)*

c. Suspension

Reporting the following suspension:

No./Rank of Members	Unit	Days Suspended	Dates	Violation of
1 H2 Firefighter	Medic	8 work days	10-18-06	Sec. 3922 (Acts Detrimental to Welfare of Department)
	32		10-19-06	
			10-21-06	
			10-22-06	
			10-24-06	
			10-25-06	
			10-29-06	
			10-30-06	

d. Leave

Reporting leave of absence with pay for EMS Captain Eric Storey, Emergency Communications Center, for four days, September 25 through September 28, 2006, in order to attend the "Public Safety & Justice User Group Conference" sponsored by Compudyne in Milwaukee, Wisconsin.

The Department will not incur any travel related expenses for Captain Storey's attendance. Captain Storey will not be replaced.

President Conroy directed that the report be accepted and incorporated in the minutes of today's meeting.

## **7. ADJOURNMENT**

The meeting was adjourned by President Conroy in memory and honor of former Fire Commissioner Ann Howden.

There being no further business to come before the Commission, the meeting was adjourned at 8:20 p.m.

Tania Bauer  
Secretary



**NOT APPROVED BY FIRE COMMISSION.** This summary statement was supplied by the person who spoke during a public comment period at the meeting of the San Francisco Fire Commission pursuant to S.F. Administrative Code Section 67.16.

Public comment statements: (1) are not prepared by the Commission or staff, and the Commission is not responsible for the content of written summaries supplied by persons speaking during public comment; (2) are not reviewed by the Commission or staff to ensure the document accurately summarizes the speaker's comments made during the meeting, and are not reviewed for the accuracy of any information contained in the document; (3) any opinions expressed in the document are those of the speaker only, and the speaker is solely responsible for the content of the document; (4) S.F. Administrative Code Section 67.16 requires the Commission to include the document in the minutes of the meeting if it is not more than 150 words; and (5) approval of these minutes by the Commission does **not** constitute: (i) approval or adoption of the speaker's written comments, (ii) verification of any information contained in the document, or (iii) endorsement of the views or opinions expressed therein.

#### **Attachment 1**

**Public Comment Statement by John Darmanin**

**Re: October 12, 2006 Commission Meeting**

**Received by Commission Secretary: 10/13/06 - 4:44 PM**

#### **AGENDA ITEM NO. 2**

The Safety Investigation Report of a FATAL fire that occurred on 09/15/2005 at 395 Capp Street, has failed to properly evaluate all of the facts relevant to the events that contributed to the serious injuries suffered by six firefighters. The report did not address the failure to initiate an immediate search and rescue of residents of the building that claimed the lives of 3 people. There is no mention that any rescue duties were performed.

Information found in post fire analysis reports submitted by others was curiously absent from the Safety Investigative Report including the discovery of a body on the stairs by a FIFTH due-in engine officer! Recommendations made by the Safety Team are not supported by the reports' own narratives. It appears that information has been omitted to avoid holding firefighters accountable. Finally, the report is not signed or dated. You can draw your own conclusions from that.



**NOT APPROVED BY FIRE COMMISSION.** This summary statement was supplied by the person who spoke during a public comment period at the meeting of the San Francisco Fire Commission pursuant to S.F. Administrative Code Section 67.16.

*Public comment statements: (1) are not prepared by the Commission or staff, and the Commission is not responsible for the content of written summaries supplied by persons speaking during public comment; (2) are not reviewed by the Commission or staff to ensure the document accurately summarizes the speaker's comments made during the meeting, and are not reviewed for the accuracy of any information contained in the document; (3) any opinions expressed in the document are those of the speaker only, and the speaker is solely responsible for the content of the document; (4) S.F. Administrative Code Section 67.16 requires the Commission to include the document in the minutes of the meeting if it is not more than 150 words; and (5) approval of these minutes by the Commission does **not** constitute: (i) approval or adoption of the speaker's written comments, (ii) verification of any information contained in the document, or (iii) endorsement of the views or opinions expressed therein.*

## **Attachment 2**

**Public Comment Statement by John Darmanin**

**Re: October 12, 2006 Commission Meeting**

**Received by Commission Secretary: 10/13/06 - 4:44 PM**

### **AGENDA ITEM NO. 3**

Public comments made by Captain Tony Smerdel were published in the minutes for September 28, 2006 fire commission meeting. Captain Smerdel launched a personal attack against Lt. Juratovac. During his rants and raves Captain Tony Smerdel challenged Lt. Nicole Juratovac's integrity by stating that her official fire department reports relating to the fatal fire at 395 Capp Street were LIES. He called her a liar! Fire Commission President Paul Conroy never attempted to stop Smerdel from these personal attacks against Juratovac. President Conroy allowed Smerdel to continue his tirade unchecked. President Conroy should be ashamed of himself. To her credit when given an opportunity to respond, Juratovac took the high road and advised Smerdel that she would still "have his back" in the field and she hoped that "Smerdel would have hers". It is unfortunate that none of these statements were cited in the published minutes.

1000

1000

1000

1000

1000





# Public Safety Promotional Examinations

## Ensuring Competency Standards

Bruce W. Topp, Ph.D.

Prepared in support of the San Francisco Fire Department by the  
Department of Human Resources, Phillip Ginsburg, Director

## Topics

- Overview of promotional testing
- Civil Service guidelines
- Purpose of pass points
- Pre-established pass points
- Considerations in setting pass points
- Score transformation
- H-30 Captain examination
- Exam plan considerations
- Summary

2

## Overview of Promotional Testing

- Accept applications, often for two weeks
- Administer group examination (e.g. written test)
- Compile results and possibly set pass point identifying the best qualified to continue
- Administer individual examination such as oral interview, performance test, or assessment center
- Combine scores from different stages using weights from job analysis
- Possibly set pass point
- Convert scores to 1000 point scale (San Francisco)

3

## Civil Service Guidelines

311.2.2 All promotive examinations in the Fire Department shall be job-related, valid, and consistent with State and Federal laws that promote the non-discrimination policies of the City and County of San Francisco.

311.4.2 Subject to the approval of the Civil Service Commission, the Human Resources Director shall judge the adequacy of the tests to rate the capacity of the applicants to perform service for the City and County.

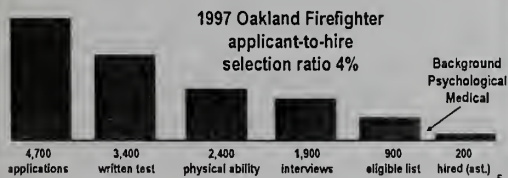
312.1.1 The Human Resources Director may, for each examination, establish a passing mark or may determine the total number of persons who shall constitute the list of eligibles.

312.1.2 Qualified participants successfully passing all phases of the examination shall be ranked on an "Eligible List" in the order of their total score.

4

## Purpose of Pass Points

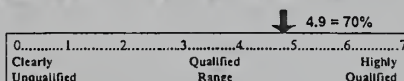
- Ensure that minimum standards are maintained
- Often used in tests with multiple hurdles and large applicant pools
- Low cost group tests used early; expensive individual assessments used at end of process to maximize utility



5

## Pre-Established Pass Points

- In general, best professional practice does not include setting a pass point before a test is given
- The exception is standardized tests with known difficulty
- SF promotional tests are custom, non-standardized exams whose difficulty can only be estimated
- A final pass point must reflect minimum competencies in the job being tested
- In particular, a pass point of "70% correct" is seldom appropriate and may be unfair
- Rating scales used in oral and performance exercises do not lend themselves to a 70% rule



6



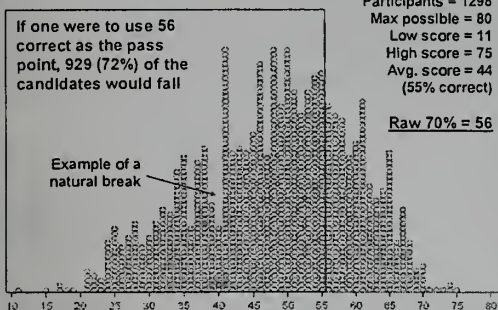
### Example: Civilian Written Test

If one were to use 56 correct as the pass point, 929 (72%) of the candidates would fall

Example of a natural break

Participants = 1298  
Max possible = 80  
Low score = 11  
High score = 75  
Avg. score = 44  
(55% correct)

Raw 70% = 56



7

### Considerations in Setting Pass Points

Pass points are used by virtually all agencies conducting public safety promotional tests; establishing a pass point involves many factors:

- Number of current and expected vacancies (e.g., 1000 applicants for three civilian positions)
- Attrition in job classification (e.g. retirements), duration of list, and total number of expected appointments
- Attrition from the eligible list during its life
- Cost and logistical demands of the examination
- Ratings and comments made by evaluators (i.e., what rating is considered minimally competent)
- Critical performance errors (e.g., failing a hostage simulation in police exam)
- Natural breaks in the distribution of scores

8

### Score Transformation

- San Francisco converts all raw, percent, and standard scores to a 1000 point scale
- Score of 700 is minimum passing
- Many jurisdictions use 100 point scale with 70 as passing
- Each raw score is multiplied by a constant and added to a constant
- Rank, and relative "distance" between scores not affected in any way

9

### H-30 Captain Examination

- 119 members applied, 117 met minimum qualifications and may participate
- Three elements to examination: Fire Scene and First Aid Simulation (70%), Report Review (10%); Human Relations (20%) and November/December test administration
- The examination will result in a three-year list
- Sliding band will be used for certification from the list
- Over 70 current vacancies; potential for additional vacancies

10

### Exam Plan Considerations

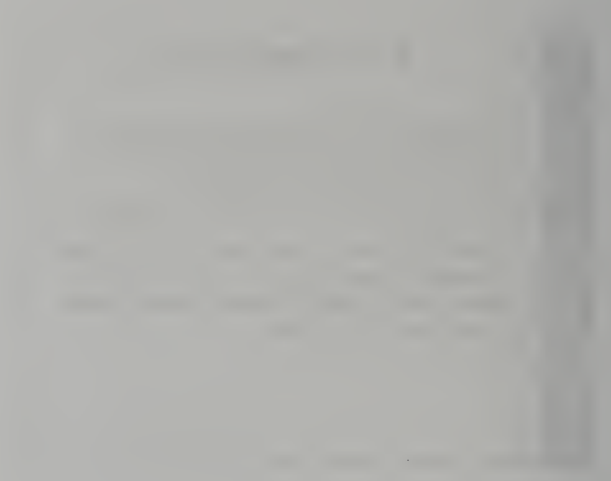
- There is a clear public interest in ensuring that whoever is promoted meets standards
- All individuals on the eligible list should, by definition, be competent to perform the job
- Proficiency is ensured through three methods
  - Screening for minimum qualifications
  - The Civil Service examination process
  - The Chief's final deliberations when making appointments
- Eligible means eligible: Placement on an eligible list does not guarantee an appointment
- The test doesn't measure everything (e.g. current job performance)

11

### Summary

- DHR will review the combined scores from the test components and set a pass point to ensure that candidates achieve minimum standards
- The H-30 candidates have extensive job experience and most have served as like-work, like-pay Captains
- Conceivably, all candidates may earn placement on the eligible list
- DHR and SFFD are committed to establishing a three-year promotional testing cycle which should increase the applicant-to-appointment ratio

12





# SAN FRANCISCO FIRE COMMISSION

## FIRE COMMISSION SPECIAL MEETING

Monday, October 23, 2006 - 4:00 PM

698 Second Street, Room 102, San Francisco, CA 94107

### AGENDA

DOCUMENTS DEPT.

Item No.

#### 1. ROLL CALL

OCT 23 2006

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President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	George Lau
Commissioner	Victor Makras

10-23-06A11:40 RCVD

**2. CASE NO. 06 - 6: HEARING ON VERIFIED COMPLAINT FILED BY CHIEF OF DEPARTMENT, INCLUDING POSSIBLE DELIBERATIONS, OR OTHER ACTION ON CHARGES [Action item]** (Continued from 10/16/06 and 10/17/06. If hearing is not finished on 10/23/06, it will be continued to 10/24/06 and then to 10/25/06, if necessary)

On June 30, 2006, Chief of Department Joanne Hayes-White filed a verified complaint with the Commission, charging Firefighter Bela Carreira with misconduct and violation of Department Rules and Regulations as follows:

- Section 3920 – Violence
- Section 3922 – Acts Detrimental to Welfare of Department
- Section 3911 – Altercations
- Section 3935 – False Reports and False Testimony

#### a. Public comment on Special Meeting Agenda Item and possible Closed Session

Members of the public may comment on Agenda items that are scheduled for discussion or action [Government Code §54954.3(a), Administrative Code §67.15(b)]

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

#### b. Votes on closed session:

- (1) Whether to hold the hearing on the complaint in closed session **[Action]**
- (2) Whether to conduct deliberations in closed session **[Action]**

#### c. Hearing and deliberations

- (1) Hearing on charges (in open or closed session, per the Commission's vote)
- (2) Deliberations and possible approval of agreement or other action on charges (in open or

closed session, per the Commission's vote) *[Discussion and Possible Action]*

**d. If closed session is held, reconvene in open session**

(1) Report any action taken in closed session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4)

(2) Vote to elect whether to disclose any or all closed session discussions ***[Action]***

**3. ADJOURNMENT**



## FIRE COMMISSION SPECIAL MEETING

Tuesday, October 24, 2006 - 4:00 PM

698 Second Street, Room 102, San Francisco, CA 94107

## AGENDA

DOCUMENTS DEPT.

OCT 23 2006

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10-23-06A11:41 RCVD

Item No.

## 1. ROLL CALL

President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	George Lau
Commissioner	Victor Makras

**2. CASE NO. 06 - 6: HEARING ON VERIFIED COMPLAINT FILED BY CHIEF OF DEPARTMENT, INCLUDING POSSIBLE DELIBERATIONS, OR OTHER ACTION ON CHARGES [Action item]** (Continued from 10/16/06 and 10/17/06. If hearing is not finished on 10/23/06, it will be continued to 10/24/06 and then to 10/25/06, if necessary)

On June 30, 2006, Chief of Department Joanne Hayes-White filed a verified complaint with the Commission, charging Firefighter Bela Carreira with misconduct and violation of Department Rules and Regulations as follows:

Section 3920 – Violence  
 Section 3922 – Acts Detrimental to Welfare of Department  
 Section 3911 – Altercations  
 Section 3935 – False Reports and False Testimony

## a. Public comment on Special Meeting Agenda Item and possible Closed Session

Members of the public may comment on Agenda items that are scheduled for discussion or action [Government Code §54954.3(a), Administrative Code §67.15(b)]

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

## b. Votes on closed session:

- (1) Whether to hold the hearing on the complaint in closed session **[Action]**
- (2) Whether to conduct deliberations in closed session **[Action]**

## c. Hearing and deliberations

- (1) Hearing on charges (in open or closed session, per the Commission's vote)
- (2) Deliberations and possible approval of agreement or other action on charges (in open or closed session, per the Commission's vote) **[Discussion and Possible Action]**

**d. If closed session is held, reconvene in open session**

(1) Report any action taken in closed session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4)

(2) Vote to elect whether to disclose any or all closed session discussions **[Action]**

**3. ADJOURNMENT**





## FIRE COMMISSION SPECIAL MEETING

Thursday, October 26, 2006– 4:00 PM

698 Second Street, Room 221, San Francisco, CA 94107

## AGENDA

DOCUMENTS DEPT

OCT 23 2006

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10-23-06A11:41 RCVD

## 1. ROLL CALL

President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	George Lau
Commissioner	Victor Makras

2. CASE NO. 04-16: COMMISSION DELIBERATIONS ON EMPLOYEE SUSPENSION APPEAL  
[Action Item]

In accordance with Section 4001 of the Rules and Regulations, H2 Firefighter Stephen Farac, has appealed his 6 day suspension for the period November 15/16, 19/20 and 22/23, 2004. Firefighter Farac was suspended for violation of the Rules and Regulations as follows:

Section 3922 - Acts Detrimental to the Welfare of the Department  
 Section 3923 - Disobedience  
 Section 3905 - Unfamiliarity with Rules  
 GO 02 A-37 - EEO Policy and Complaint Procedure

## a. Public Comment on Special Meeting Agenda Item; Possible Closed Session

Members of the public may comment on Agenda items that are scheduled for discussion or action. [Government Code §54954.3(a), Administrative Code §67.15(b)]

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b)

1. Public Comment on Agenda Item No. 2, including *[if there is a motion or request to go into Closed Session]* public comment on whether to go into Closed Session.

2. *If there has been a motion or request to go into Closed Session:* Vote on whether to hold Closed Session. [Action Item]

## b. Deliberations/Possible Action, Open or Closed Session

1. Deliberations, and possible action on Suspension Appeal [Action Item]

## c. If Closed Session is held, reconvene in Open Session

1. Report on any action taken in Closed Session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4)

2. Vote to elect whether to disclose any or all discussions held in Closed Session, as specified in San Francisco Administrative Code Section 67.12(a). **[Action Item]**

### 3. ADJOURNMENT

# SAN FRANCISCO FIRE COMMISSION

## MINUTES OF THE FIRE COMMISSION SPECIAL MEETING

Thursday, October 26, 2006– 4:00 PM

698 Second Street, Room 221, San Francisco, CA 94107

### 1. On ROLL CALL, the following were present:

President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	George Lau
Commissioner	Victor Makras

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Commissioner Clarke was excused

### Also present

Marie Blits, Deputy City Attorney, Counsel to the Commission  
Tania Bauer, Commission Secretary

### 2. CASE NO. 04-16: COMMISSION DELIBERTIONS ON EMPLOYEE SUSPENSION APPEAL [Action Item]

In accordance with Section 4001 of the Rules and Regulations, H2 Firefighter Stephen Farac, has appealed his 6 day suspension for the period November 15/16, 19/20 and 22/23, 2004. Firefighter Farac was suspended for violation of the Rules and Regulations as follows:

Section 3922 - Acts Detrimental to the Welfare of the Department  
Section 3923 - Disobedience  
Section 3905 - Unfamiliarity with Rules  
GO 02 A-37 - EEO Policy and Complaint Procedure

#### A. Public Comment on Special Meeting Agenda Item; Possible Closed Session

Members of the public may comment on Agenda items that are scheduled for discussion or action. [Government Code §54954.3(a), Administrative Code §67.15(b)]

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b)

#### 1. Public Comment on Agenda Item No. 2, including *[if there is a motion or request to go into Closed Session]* public comment on whether to go into Closed Session.

There was no public comment.

#### 2. *If there has been a motion or request to go into Closed Session: Vote on whether to hold Closed Session. [Action Item]*

Commissioner Lau moved for a Closed Session and Commissioner Makras seconded. The motion was unanimously approved.

Subscription price, Five Dollars per Annum in Advance. Single Copies, Fifteen Cents.  
Entered as Second-Class Matter, October 3, 1911, Post Office at Chicago, Ill., under No. 109,343.  
Acceptance for mailing at special rate of postage provided for in Act of October 3, 1917, authorized on May 1, 1918.

Published by THE JOURNAL OF THE AMERICAN MEDICAL ASSOCIATION, 535 North Dearborn Street, Chicago, Ill.

Subscription orders, notices of change of address, and other communications should be sent to the Editor, The Journal of the American Medical Association, 535 North Dearborn Street, Chicago, Ill.  
Advertisements should be sent to the Business Manager, The Journal of the American Medical Association, 535 North Dearborn Street, Chicago, Ill.

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Printed at the Chicago Press and Publishing Co., Chicago, Ill.

Postmaster: This publication is entered as second-class matter, October 3, 1911, under No. 109,343, and is authorized to mail at special rate of postage provided for in Act of October 3, 1917, authorized on May 1, 1918.

Second-class postage paid at Chicago, Ill., and at additional mailing offices.

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**B. Deliberations/Possible Action, Open or Closed Session [Action Item]**

The Commission went into Closed Session at 4:15 PM

**C. If Closed Session is held, reconvene in Open Session**

The Commission reconvened in Open Session at 5:15 PM

**1. Report on any action taken in Closed Session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4)**

President Conroy announced that the Commission had deliberated and had determined, by unanimous vote, that Firefighter Farac was not guilty of violating Section 3922 - Acts Detrimental to the Welfare of the Department, Section 3923 - Disobedience, Section 3905 - Unfamiliarity with Rules and General Order 02 A-37 - EEO Policy and Complaint Procedure.

**2. Vote to elect whether to disclose any or all discussions held in Closed Session, as specified in San Francisco Administrative Code Section 67.12(a). [Action Item]**

Commissioner Lau voted not disclose any discussions held in closed Session and Commissioner Nakajo seconded. The motion was unanimously approved.

**3. ADJOURNMENT**

Tania Bauer  
Commission Secretary

Name		Address		City		State		Zip	
1	John Doe	123 Main St	Anytown	CA	90210	1	2	3	4
2	Jane Smith	456 Elm St	Springfield	IL	62701	5	6	7	8
3	Bob Johnson	789 Oak St	Chicago	IL	60601	9	10	11	12
4	Alice Brown	101 Pine St	Los Angeles	CA	90001	13	14	15	16
5	Charlie Davis	202 Cedar St	San Francisco	CA	94101	17	18	19	20
6	Diana White	303 Birch St	New York	NY	10001	21	22	23	24
7	Frank Green	404 Maple St	Washington	DC	20001	25	26	27	28
8	Grace Black	505 Walnut St	Philadelphia	PA	19101	29	30	31	32
9	Henry Gold	606 Chestnut St	Boston	MA	02101	33	34	35	36
10	Ivy Silver	707 Spruce St	Seattle	WA	98101	37	38	39	40
11	Jack Copper	808 Ash St	Portland	OR	97201	41	42	43	44
12	Karen Zinc	909 Hickory St	Denver	CO	80201	45	46	47	48
13	Liam Nickel	1010 Sycamore St	San Diego	CA	92101	49	50	51	52
14	Mia Platinum	1111 Magnolia St	Houston	TX	77001	53	54	55	56
15	Noah Iron	1212 Dogwood St	Phoenix	AZ	85001	57	58	59	60
16	Olivia Steel	1313 Redwood St	San Jose	CA	95101	61	62	63	64
17	Peter Lead	1414 Cypress St	San Antonio	TX	78101	65	66	67	68
18	Quinn Tin	1515 Juniper St	Fort Worth	TX	76101	69	70	71	72
19	Rachel Silver	1616 Fir St	Columbus	GA	31901	73	74	75	76
20	Sam Gold	1717 Palm St	Indianapolis	IN	46201	77	78	79	80
21	Tina Copper	1818 Cedar St	San Jose	CA	95101	81	82	83	84
22	Uma Zinc	1919 Birch St	San Francisco	CA	94101	85	86	87	88
23	Victor Nickel	2020 Oak St	Los Angeles	CA	90001	89	90	91	92
24	Wendy Platinum	2121 Pine St	San Diego	CA	92101	93	94	95	96
25	Xavier Iron	2222 Elm St	San Antonio	TX	78101	97	98	99	100

**FIRE COMMISSION**  
City and County of San Francisco  
Gavin Newsom, Mayor

Paul A. Conroy, *President*  
Stephen A. Nakajo, *Vice President*  
Clementine Clarke, *Commissioner*  
George Lau, *Commissioner*  
Victor Makras, *Commissioner*



698 Second Street  
San Francisco, CA 94107  
Telephone 415.558.3451  
Fax 415.558.3413  
Tania Bauer, *Secretary*

No. 06-39

**FIRE COMMISSION REGULAR MEETING**  
Thursday – October 26, 2006 – 6:00 p.m.  
698 Second Street, Room 102, San Francisco, CA 94107

**AGENDA**

DOCUMENTS DEPT.

Item No.

**1. ROLL CALL**

OCT 23 2006

President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	George Lau
Commissioner	Victor Makras

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Chief of Department Joanne Hayes-White

**2. PUBLIC COMMENT**

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. Commissioners are not to enter into debate or discussion with a speaker. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

**3. RETIREMENT CERTIFICATE [Discussion]**

Reporting Award of Honorable Service to the following member:

Firefighter John M. Chapman	Type of Retirement Service	Years of Service 32	Retirement Date Sep. 10, 2006
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**4. APPROVAL OF THE MINUTES [Action]**

Regular Meeting of October 12, 2006.

Action to be taken: Approval of the minutes

**San Francisco Fire Commission**  
**NOTICE OF COMMISSION PROCEDURES**

**Commission Office**

The San Francisco Fire Commission Office is located at 698 Second Street, Room 220, San Francisco, CA 94107. The telephone number is (415) 558-3451; the fax number is (415) 558-3413. The web address is [www.sfgov.org/fire\\_comm/](http://www.sfgov.org/fire_comm/). Office hours are from 8:30 a.m. to 5:00 p.m. Monday through Friday.

**Documents for Public Inspection**

Documents referred to in the agenda, if more than one page in length, are available for public inspection and copying at the Commission Office.

**Information on Disability Access<sup>1</sup>**

The Fire Commission regularly meets at Fire Department Headquarters, Room 102, 698 Second Street on the 2<sup>nd</sup> and 4<sup>th</sup> Thursday of the month.

The Fire Commission meeting room is wheelchair accessible. The closest accessible MUNI lines serving this location: 15 Third, 42 Downtown Loop, and N Judah (Second and King). Additional lines serving this location are the 30 Stockton and 45 Union. For more information about MUNI accessible services, call (415) 923-6142.

The following services are available on request 48 hours prior to the meeting: (1) American Sign Language interpreters; (2) use of readers, (3) sound enhancement system, and (4) alternative formats of the agenda and minutes. Please contact the Secretary, Fire Commission, at (415) 558-3451 to make arrangements. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

**Policy on use of Cell Phones, Pagers and Similar Sound-Producing Electronic Devices at and During Public Meetings**

The ringing and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

**Know your Rights under the Sunshine Ordinance**

*(Chapter 67 of the San Francisco Administrative Code)*

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance, or to report a violation of the ordinance, or to obtain a free copy of the Sunshine Ordinance, contact Donna Hall, Administrator of the Sunshine Ordinance Task Force, 1 Dr. Canton B. Goodlett Place, Room 409, San Francisco, CA 94 102-4683 at (415) 554-7724, by fax: (415) 554-7854, by e-mail: [Donna.Hall@sfgov.org](mailto:Donna.Hall@sfgov.org) or on the City's website at [www.sfgov.org/bdsupvrs/sunshine](http://www.sfgov.org/bdsupvrs/sunshine).

**San Francisco Lobbyist Ordinance**

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist (SF Campaign & Governmental Conduct Code § 2.100) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the San Francisco Ethics Commission at 30 Van Ness Ave., Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and web site <http://www.sfgov.org/ethics/>.



**5. COMMUNICATIONS RECEIVED BY COMMISSION [Discussion]**  
(October 6, 2006, through October 19, 2006)

**COMMUNICATIONS ADDRESSED DIRECTLY TO THE COMMISSION**

1. From E. Byrne, complaining of air horns and sirens in the Tenderloin and Nob Hill area waking and keeping awake both children and parents. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.
2. From Arthur Taglund of Seattle, thanking the Department for its prompt, polite and strong firefighters who lifted him and his motorized scooter off a bus access ramp when his scooter was stuck there. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.
3. From Joe Moriarty, Vice President, San Francisco Firefighters Local 798, referring to his public comment at the September 14<sup>th</sup> Commission meeting regarding the discipline process, noting that he spoke in general terms with neither the investigator nor the charged party mentioned since the case was pending before the Commission. The investigator of the case was present and returned to Station 7 and proceeded to discuss the case with members in the firehouse. The action of this investigator is another example of the total collapse of the discipline process.

**COMMENDATIONS AND LETTERS OF RECOGNITION**

None

**6. FIRE COMMISSION RESOLUTION NO. 06-2 [Action]**

Submitting for review and adoption a Resolution acknowledging Fireman's Fund for its donation of \$100,000 to the Neighborhood Emergency Response Team (NERT) to support public education programs, its continued mission to support firefighters for safer communities through its Fireman's Fund Heritage program and its recent feature documentary "Into the Fire", which aired on the History Channel, featuring firefighters from across the country and their stories of hope, loss and dedication.

*Action to be taken: Adoption of resolution*

**7. CHIEF OF DEPARTMENT'S REPORT [Discussion]**

**REPORT FROM CHIEF OF DEPARTMENT**

Report from Chief of Department Joanne Hayes-White on current issues, updates on Divisions within the Department, including Operations, and the EMS Reconfiguration.

**REPORT FROM ADMINISTRATION**

Report from Gary P. Massetani, Deputy Chief, Administration, with continuing discussion of the current budget and updates on Administrative Divisions.

**PERSONNEL REPORTS**

**a. Division of Training**

Submitting monthly report from Division of Training concerning activities performed during September 2006.

b. Division of Fire Prevention & Investigation

Submitting monthly report from Division of Fire Prevention & Investigation concerning activities performed from July 2005 through June 2006.

c. Physician's Report

Submitting biweekly report of Fire Department Physician concerning disability injuries, September 23 through October 6, 2006.

d. Appointments

Reporting the following PERMANENT appointment effective *OCTOBER 13, 2006*:

*0923 Manager II*

Margaret O'Sullivan

Reporting the following PERMANENT appointment effective *OCTOBER 20, 2006*:

*1820 Junior Administrative Analyst*

Jenny C. Gong

Reporting the following PROBATIONARY appointment effective *OCTOBER 2, 2006*:

*1246 Principal Personnel Analyst*

David B. Johnson (vice: Alan K. Wong)

e. Retirements

Communications received from Retirement Board indicating the following members have retired:

<i>Name</i>	<i>Rank</i>	<i>Type</i>	<i>Retirement Date</i>
Nielsen, Curtis J.	H20 Lieutenant	Service	Oct. 10, 2006
Bouey, Kevin T.	H2 Firefighter	Service	Oct. 03, 2006

*(Retirement Certificates will be presented at a Fire Commission Meeting in November, 2006)*

f. Suspension

Reporting the following suspension:

<i>No./Rank of Members</i>	<i>Unit</i>	<i>Days Suspended</i>	<i>Dates</i>	<i>Violation of</i>
1 H30 T/Captain	Engine 19	4	10-31-06 11-01-06 11-03-06 11-04-06	Sec. 3207 (Protective Equipment) Sec. 3923 (Disobedience) Sec. 3924 (Insubordination) Sec. 3956 (Safety Rules) G.O. 02 A-45 (Personal Protective Equipment [paragraphs 3 & 5])

g. Resignation

Reporting resignation of 1244 Senior Personnel Analyst David B. Johnson, effective October 2, 2006. (Resigned in order to accept Permanent 1246 Principal Personnel Analyst position. Approximate length of service – 16 years.)

h. Leaves

Reporting leave of absence with pay for the following members for five days, October 23 through October 27, 2006, in order to participate in the Unified Command and Incident Management exercise at the National Emergency Response and Rescue Training Center (NERRTC) at College Station, Texas. The leave is funded by the Urban Area Security Initiative Budget for FY 2003 Part 2, which includes funds for transportation, lodging, backfills and related materials and supply costs.

The following is a list of members attending:

<i>Name</i>	<i>Function</i>
Patrick Casserly	Exercise Participant
Johnny Lo	Exercise Participant
James Fazackerley	Exercise Participant
Douglas Goodin	Exercise Participant
Kirk Richardson	Controller & Trainer
Kyle Merkins	Controller & Trainer
Seth Rubenstein	Controller & Trainer

Reporting leave of absence with pay for Lieutenant Gary J. Falls, for seven days, October 27 through November 2, 2006, in order to attend the Training Resources and Data Exchange (TRADE) Conference, offered by the National Fire Academy in Emmitsburg, Maryland. Expenses, including registration, airfare, and lodging will be paid by the National Fire Academy. Lieutenant Falls will not be replaced.

Reporting leave of absence with pay for Investigator George Smith, Bureau of Fire Investigation, for 17 days, October 9 through October 20, 2006, in order to attend a two-week training class entitled *R205: Fire/Arson Investigation Training*, sponsored by the Department of Homeland Security in Emmitsburg, Maryland. Transportation, lodging and tuition fees will be paid by FEMA, and Investigator Smith will submit reimbursement for his meals through the BFI training budget. (Note: Leave is with pay for the first week of attendance; Investigator Smith will use his own time for the last week.)

Reporting leave of absence with pay for Investigator Lisa Moy, Bureau of Fire Investigation, for three days, September 25 through September 27, 2006, in order to attend "Gas and Electrical Appliance Fire" Training, presented by the Santa Clara County Fire Investigation Task Force in Sunnyvale, California. All expenses will be paid by Investigator Moy and reimbursed through the Training Committee. Investigator Moy will be replaced by another investigator from the Bureau.

Reporting leaves of absence with pay for the time period from August 2006 through January 2007 for the following:

<i>No. of Members</i>	<i>Rank</i>	<i>Total amount of leave (days)</i>
13	H2 Firefighter	280
3	H3 Firefighter/Paramedic	56
1	H4 Fire Inspector	20
2	H20 Lieutenant	78
2	H30 Captain	18
1	H40 Battalion Chief	18
Total Number of Days with Pay		470



Reporting intermittent leaves with pay for the time period from August 2006 through October 2007 for the following:

<i>No. of Members</i>	<i>Rank</i>	<i>Dates of leave</i>
1	H2 Firefighter	Aug 26, 2006 – Aug 25, 2007
1	H2 Firefighter	Sep 14, 2006 – Sep 13, 2007
1	H2 Firefighter	Oct 24, 2006 – Oct 23, 2006
1	H2 Firefighter	Oct 1, 2006 – Sept 30, 2007
1	H2 Firefighter	Oct 12, 2006 – Oct 11, 2007
1	H3 Firefighter/Paramedic	Sep 1, 2006 – Sep 1, 2007
1	H3 Firefighter/Paramedic	Oct 5, 2006 – Apr 20, 2007
1	H20 Lieutenant	Oct 30, 2006 – Aug 22, 2007
1	H20 Lieutenant	Oct 3, 2006 – Oct 2, 2007

Reporting leaves of absence without pay for the time period from August 2006 through September 2007 for the following:

<i>No. of Members</i>	<i>Rank</i>	<i>Total amount of leave (days)</i>
5	H2 Firefighter	482
1	H3 Firefighter/Paramedic	36
	Total number of Days w/o Pay	518

i. **Military Leaves**

Reporting approval of applications from two members for Military Leaves of Absence, in order to comply with Military Orders received from their commanding officers:

<i>Name</i>	<i>Rank</i>	<i>Dates</i>	<i>Days</i>	<i>Military Organization</i>	<i>Purpose</i>
Pampanin, Vincent	H10 Inc.	10-13-06	17	US Army Res.	Attend Active
SFC E-7	Support	thru		Moffett Airfield, CA	Duty Training
(With Pay)	Specialist	10-29-06			

<i>Name</i>	<i>Rank</i>	<i>Dates</i>	<i>Days</i>	<i>Military Organization</i>	<i>Purpose</i>
Caulder, Leonard	H3 FF/PM	10-15-06	2	US Air Force Res.	Attend Active
MSGT		10-16-06		Travis AFB, CA	Duty Training
(Without pay)					

**8. ADJOURNMENT**



**FIRE COMMISSION**  
City and County of San Francisco  
Gavin Newsom, Mayor



Paul A. Conroy, *President*  
Stephen A. Nakajo, *Vice President*  
Clementine Clarke, *Commissioner*  
George Lau, *Commissioner*  
Victor Makras, *Commissioner*

698 Second Street  
San Francisco, CA 94107  
Telephone 415.558.3451  
Fax 415.558.3413  
Tania Bauer, *Secretary*

No. 06-39

**MINUTES OF THE FIRE COMMISSION**

**Regular Meeting – Thursday – October 26, 2006 – 6:00 p.m.**  
698 Second Street, Room 102, San Francisco, CA 94107

The meeting was called to order by President Conroy at 6:10 p.m.

Item No.

**1. ON ROLL CALL**, the following were noted present:

DOCUMENTS DEPT.

President Paul A. Conroy  
Vice President Stephen A. Nakajo  
Commissioner Clem Clarke  
Commissioner George Lau  
Commissioner Victor Makras

NOV 17 2006

SAN FRANCISCO  
PUBLIC LIBRARY

Joanne M. Hayes-White  
Richard E. Kochevar  
Gary P. Massetani

Chief of Department  
Deputy Chief, Operations  
Deputy Chief, Administration

Assistant Deputy Chiefs – Staff:

Peter Howes  
Barbara A. Schultheis  
Thomas A. Siragusa  
Robert Navarro

Division of Emergency Medical Services  
Division of Fire Prevention and Investigation  
Division of Training  
Division of Homeland Security

Chief Officers – Firefighting Services:

Kevin D. Taylor  
Audry Lee

Division 2 (Acting)  
Division 3

**2. PUBLIC COMMENT**

John Darmanin expressed concern about the officer involved in the 900 Powell attempted rescue, whom he knew to be a dedicated officer and firefighter. He recommended that the Department release the information about the incident as soon as possible and control it, otherwise the news media will break it in their own way, which was neither fair to the officer nor to the family



John Hanley, President, San Francisco Firefighters Local 798, wished to discuss the way the press handled the attempted rescue incident. He referred to the officer as a very brave and courageous individual who attempted a rescue in a difficult location, a sharply inclined terra cotta roof. Mr. Hanley emphasized that there is no time to second-guess and firefighters have been trained to act quickly and on instinct.

### 3. RETIREMENT CERTIFICATE [Discussion]

Reporting Award of Honorable Service to the following member:

	Type of Retirement	Years of Service	Retirement Date
Firefighter John M. Chapman	Service	32	Sep. 10, 2006

Firefighter Chapman was unable to attend. The matter was continued to a future meeting, to be determined.

### 4. APPROVAL OF THE MINUTES [Action]

The minutes of the Regular Meeting of October 12, 2006, were not ready.

#### PUBLIC COMMENT

John Darmanin asked for clarification of the procedure involving public comment attachments to the minutes, which are allowed under the Sunshine Ordinance. He had submitted 150-word summaries for two separate comments on agenda items. Deputy City Attorney Dorji Roberts responded that the summaries are simply attached to the end of the minutes of that meeting.

### 5. COMMUNICATIONS RECEIVED BY COMMISSION [Discussion] (October 6, 2006, through October 19, 2006)

#### COMMUNICATIONS ADDRESSED DIRECTLY TO THE COMMISSION

1. From E. Byrne, complaining of air horns and sirens in the Tenderloin and Nob Hill area waking and keeping awake both children and parents. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.
2. From Arthur Taglund of Seattle, thanking the Department for its prompt, polite and strong firefighters who lifted him and his motorized scooter off a bus access ramp when his scooter was stuck there. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.
3. From Joe Moriarty, Vice President, San Francisco Firefighters Local 798, referring to his public comment at the September 14<sup>th</sup> Commission meeting regarding the discipline process, noting that he spoke in general terms with neither the investigator nor the charged party mentioned since the case was pending before the Commission. The investigator of the case was present and returned to Station 7 and proceeded to discuss the case with members in the firehouse. The action of this investigator is another example of the total collapse of the discipline process.

#### COMMENDATIONS AND LETTERS OF RECOGNITION

None

There was no public comment.

## 6. FIRE COMMISSION RESOLUTION NO. 06-2 [Action]

Submitted for review and adoption a Resolution acknowledging Fireman's Fund for its donation of \$100,000 to the Neighborhood Emergency Response Team (NERT) to support public education programs, its continued mission to support firefighters for safer communities through its Fireman's Fund Heritage program and its recent feature documentary "Into the Fire", which aired on the History Channel, featuring firefighters from across the country and their stories of hope, loss and dedication.

Chief Hayes-White acknowledged Fireman's Fund and noted that the Department had established an excellent working relationship with the company. She considered Fireman's Fund to be true an advocate for furthering safety and bringing additional resources to fire service units throughout the country, particularly during difficult economic times.

Chief Hayes-White pointed out that the \$100,000 that Fireman's Fund had given to the NERT program will provide a van for training purposes and to carry public information materials. In addition, further training materials will be purchased to increase the number of citizen-trained volunteers. She also acknowledged the Firemen's Fund Heritage Program and their donations, and expressed the Department's gratitude for their generosity.

*Commissioner Conroy* added that it is the Fireman's Fund Heritage Program which is being acknowledged in the Resolution and the agencies that participated. He explained that different agencies, when they have sold a certain amount of insurance, can designate gifts to be made by Fireman's Fund. The program is designated for support of Fire Departments, firefighters and community safety programs.

### PUBLIC COMMENT

*John Darmanin* commended Chief Hayes-White for encouraging and receiving corporate donations. He pointed out that a number of programs in the Department, not only NERT, could use grant funding, such as the SRO program at the Bureau of Fire Prevention. Mr. Darmanin explained that through this program Inspectors taught disadvantaged residents, who lived in SROs (Single Room Occupancy), about fire safety.

Commissioner Conroy moved and Commissioner Makras seconded. There were no further questions or discussion and Resolution 06-2 was adopted.

## 7. CHIEF OF DEPARTMENT'S REPORT [Discussion]

### REPORT FROM CHIEF OF DEPARTMENT

Report from Chief of Department Joanne Hayes-White on current issues, updates on Divisions within the Department, including Operations, and the EMS Reconfiguration.

Chief Hayes-White presented the report.

900 Powell Incident – Chief Hayes-White wished to review the incident for the Commission. She stated that the Department had responded to 900 Powell, with multiple units, to a man perched precariously on a tiled, steeply angled façade not part of the actual roof. A trained specialist, with 17 years of dedicated service in the Department, advanced within close proximity of the individual, believing that this person was intending to jump off the roof to take his life. The specialist, having faced similar circumstances in the past, made a judgment call. He risked his life to save another person's life. Unfortunately, the outcome was not what everyone had hoped for. She emphasized that the Fire Service is in the business of protecting and saving lives but



the outcome may not always be positive. It is a difficult experience for the members of the Department when the outcome is not positive.

Chief Hayes-White pointed out that there has been a great deal of media attention to this incident. She has committed to the Department her unequivocal support for the action taken by this valued member of the Department. She has also committed to work jointly with the Police Department. Both Chief Hayes-White and the Police Chief have directed their respective Deputy Chiefs of Operations to work closely together and complete an analysis and review of the incident.

Chief Hayes-White reiterated that her heartfelt wishes go to the family that lost a loved one and, especially, to a member of her Department who is struggling with a difficult outcome. She admires the member for his resolve. Chief Hayes-White added that he is being supported fully by the Department and she hoped that the Commission would keep the family of Nick Torrico, as well as Lieutenant Vic Wyrsh, in their thoughts during this difficult time.

In closing, Chief Hayes-White stated that she is proud of every member of the Department. The career that was chosen by these members is difficult to compare to any other, in terms of dedication, selflessness and commitment, and that each day when a member puts on their uniform they are committing to serving the public – proudly and bravely.

*Commissioner Conroy* stated that he had received a significant amount of information from Chief Hayes-White, from the department, and from his review of the Department's copy of the video of the incident. He believes this was a brave act by a brave firefighter, who is highly experienced, highly trained, and has made previous successful saves of this type. Commissioner Conroy expressed his sympathy to the family of Mr. Torrico. He also expressed his concern for Lieutenant Wyrsh, hoped that he was not discouraged by this event. He hoped that Lieutenant Wyrsh will continue to contribute to the Fire Department and to the people of San Francisco in the way that he has in the past, having earned commendations for his previous great work.

*Commissioner Makras* stated that the Department has his unconditional support and, especially, the firefighter who put his life at risk to save another has his unconditional support. We should not question people Monday morning after it's over. He was aggressive, as he was trained to be, to save that man's life. Commissioner Makras reminded everyone that they should be proud of how professional Lieutenant Wyrsh was; the goal he was after was to save the man's life, just as it was the goal of every single person dispatched to the scene to save the man's life. It was a team effort, yet only one man was on the frontline attempting to do it, and Commissioner Makras commends him wholeheartedly.

*Commissioner Lau* noted that this firefighter has his total support. He was proud of him for his selflessness and for putting his own life on the line. Commissioner Lau explained that people must understand that this firefighter put his own life on the line. He believes that when a firefighter is doing his job and his heart is in the right place, the Commission should give him its total support

*Commissioner Nakajo* voiced his support of the Department and the member. He noted that the Department trains for and responds to numerous incidents of fire, accidents, acts of violence and rescues, and a majority of the time, successfully. When the outcome is not as successful as desired, the public needs to be informed not only of that particular event, but the public should also be informed of what the Department does on a daily basis to save lives, preserve property and prevent fires. Commissioner Nakajo stated that his heart also goes out to Mr. Torrico's

family and to the member and his family. He suggested that the method of conveying information to a bereaved family should be reviewed.

*Commissioner Clarke* stated that her prayers go out to the family who lost a loved one and to the firefighter involved in the incident. She hoped the Department is providing adequate counseling to him in dealing with such a traumatic psychological situation, as well as to those members who were present during the incident. Commissioner Clarke, referring to Mr. Hanley's remarks about "second-guessing", asked what the Department has in place to ensure that members do not go through such a process.

Chief Hayes-White responded that the member involved in the incident is very much supported by the Department and is being provided the assistance that he needs to help him put the incident behind him. She discussed the concept of a joint debriefing of Police and Fire Department units that first responded to the scene. In addition, CISD teams (Critical Incident Stress Debriefing) are activated and provide debriefing. Another therapeutic process is to analyze, evaluate and review the incident.

Furthermore, Chief Hayes-White stated that there is no second-guessing in the Department related to what occurred. The frustration is with the second-guessing that is taking place in the media. She reiterated that the mission of the Department is to protect and to save lives and that this was a valiant attempt to save a man's life.

Commissioner Conroy, referring to the discussion about second-guessing, asked what the Department can do to overcome this problem that has come about as a result of the negative media attention to this incident. He stated that what he has heard expressed during the meeting, is that in the future, when members of this Department are faced with making a critical decision, will they second-guess themselves or question their judgment or wonder if maybe they should just stay out of the incident; maybe they will think that they should just let what happens happen because they don't want to bring down upon themselves the firestorm of criticism and the media interest in second-guessing that has taken place in this case. This risks impeding the rapid exercise of good judgment by members of the Department.

Chief Hayes-White responded that this will be a major part of the review and discussion between Police and Fire Department members as they review, analyze and debrief about the whole incident.

Chief Hayes-White continued her report.

EMS Reconfiguration - The Department is pleased with results so far and is planning for another class of 24 H3 Level 2 Paramedics in January 2007. New hires are being matched to retirements.

Promotional Process - The H30 Captain examination is proceeding. The first component, which is the fire scene and first aid simulation, will be administered November 11<sup>th</sup> and November 12<sup>th</sup>. It will be given in a hotel to the 117 members who have applied to participate in the examination. On November 28<sup>th</sup>, the report writing and report review exercise will be given. The last component, the human relation exercise, will be given on December 16<sup>th</sup> and 17<sup>th</sup>.

Golden Guardian Exercise - The two-day regional joint training exercise will start on November 15<sup>th</sup> and will focus on a large earthquake scenario, which causes major damage to the City's infrastructure and services. It will take place at 1011 Turk, lasting 24 hours, and will involve the Department Operations Center, the Regional Operations Center and the State Office of Emergency Services. On November 16<sup>th</sup>, the Department will have an incident take place on



Treasure Island - a building collapse with trapped victims, structure fires and loss of domestic and high pressure water supply. The Department will be able to demonstrate how the adaptors work with Engines coming from San Mateo, Marin, Santa Clara, Alameda, Contra Costa and OES Region 2 that have 2<sup>1/2</sup>" adaptors which can work seamlessly to connect and operate with the Department's fireboat and other apparatus. Chief Hayes-White invited everyone to attend.

Department Website – Lieutenant Mindy Talmidge has been tasked with updating the Department's website. This has become a priority since after 311 goes into full effect, the City's new call taking and information center, call takers will use the Department's website for information and referral.

Press Events – The first event will take place on October 27<sup>th</sup> at the Hyde Street Pier, with members of Station 1 demonstrating the new dive communications equipment that was purchased with a gift from Sweet and Baker Insurance Brokers through the Heritage Fund Program of Fireman's Fund Insurance.

On Saturday, October 28<sup>th</sup>, the Department will acknowledge Fireman's Fund Heritage Fund Program and the companies that have donated to the San Francisco Fire Department, namely, Acordia of California, Gallagher & Tarantino Insurance Brokers, and Sweet and Baker Insurance. Acordia has designated \$37,000 for the purchase of a simulator training mannequin for EMS training and Gallagher and Tarantino have designated \$10,000 for computerized search and rescue equipment to allow the Fireboat Phoenix to see through fog and darkness to locate victims. Sweet and Baker designated \$10,000 for the contribution of the dive equipment mentioned above.

Southern California Wildfires – Four firefighters have lost their lives and one is severely injured, from a wildland fire in Southern California in Cabazon, 90 miles east of Los Angeles. They were engulfed by a wind-driven wild fire as they fought the fire, trying to save homes. She asked that this meeting be adjourned in their memory.

#### REPORT FROM ADMINISTRATION

Chief Massetani provided the report.

FY 2006-07 – With the first quarterly report completed, revenues including overtime recovery in the Bureau of Fire Prevention, are projected to be 25% higher than budgeted. Expenses, with three months of data, for total salaries were projected to be under budget and overtime expenditures are projected to be 1% under budget.

Division of Training - Battalion Based Training, Module 9, has started. The training is focused on newborn care, safe haven procedures, and live fire evaluations. All members attending Module 9 must bring all their PPE, both sets of their personal protective equipment, which will be inspected by the officers and a clothing representative. The module was developed to ensure that everyone has the proper equipment.

On September 27<sup>th</sup>, the Department conducted joint training exercises with the San Mateo Fire District. The exercise focused on communications and interoperability.

Planning and Research continues preparing the 2007 vacancy list. It will be available in early November

The unit is continuing to assist the Homeland Security Division with a call prediction model using census tract data to estimate resources in time of a major disaster.

The unit is also working with the EMS Division on the EMS Reconfiguration to model future locations of Medic units and ALS Engines. As the Department is downsizing the 24-hour Medic units to dynamically deployed ones, this analysis is essential for distributing the workload city-wide. The unit is also working on revising the Department's performance measures for FY 2007.

Management Information Services (MIS) is in the process of upgrading the National Fire Reporting System, with site installation already completed. The Fire Department is also undergoing a server upgrade. Two servers have been migrated and five are in the middle of the process.

Human Resources Division is preparing for the H30 examination as mentioned by Chief Hayes-White. The unit is also preparing and will be conducting examinations for a 5215, Fire Protection Engineer, on November 2<sup>nd</sup> and for a 1823, Senior Management Assistant, on November 1<sup>st</sup>.

Homeland Security Division will be closing the urban area security initiative grants for 2003, 2004 and 2005. The Department is on track in expending all allocated funds, which cover equipment, first responder training and local and state exercises.

Physician's Office - The total number of work-related injuries stood at 25 for September as compared to 19 for August; 14 had lost work time and 11 without. Disability for September was at 42 as compared to September of 2005 at 58.

Investigative Services Bureau – The random alcohol and drug testing program just had its one year anniversary. The projection for one year was to have 400 members tested and the Department tested 394, with only one testing negative.

Urinary Tract Testing Program – The Department continues to work with Drs. Stoller and Green and retired Captain Stefani. After a short delay at UCSF due to approval of the testing questionnaire, testing should start by November 1<sup>st</sup>.

Station 35 Renovation – Structural engineers working on the renovation have requested that the members at the station relocate. The personnel assigned to Engine 35 have relocated to Station 13 and will be first responders to the Fireboat. Personnel from the Fireboat, the pilot, engineer and captain, will remain on the general premises but relocate to a structure on the dock area.

Commissioners asked questions and Chief Massetani and Chief Hayes-White responded.

*Commissioner Nakajo* wished to know if the Station 35 renovation had been planned or if it just occurred. Chief Massetani responded that it was both. Funds had been previously allocated but due to budget cuts had been held back. Recently, a structural engineer analyzed the infrastructure and decided that it was no longer safe for members to be in the Station. Some funding has been allocated for initial repairs, however, the Department wishes perform the renovation in phases. Phase one will be repair of the infrastructure and phase two will encompass the total project, including the interior of the station. The Department has been working with the Capital Improvements Committee to obtain \$1.7 million for the project.

*Commissioner Lau* advised that the mere fact that the Department's revenue has increased above the budgeted amount does not mean that there is an increase in the appropriation, that is, it does not mean that the Department has more money to expend. Chief Massetani agreed but he noted that it provided the Department more flexibility in Fire Prevention since the revenue can be used for overtime to provide service to customers.



Commissioner Conroy asked if Station 35 was the only station that had not undergone earthquake retrofitting. He wondered if the historic aspect of the Station will be preserved. Chief Massetani stated that it is the last remaining station not retrofitted and that the Department was not allowed to change the exterior. The back wall was exempted and the Department was allowed to add 70 square feet for a second egress.

Chief Hayes-White, referring to the budget, noted that beyond the \$7.5 million from Proposition F, the Department did not make any gains. She declared that since the economy has improved, the Department will be requesting more staffing in the next budget. Administrative personnel is needed throughout the Department since the demand for reports and analyses has been increasing; personnel is especially needed in the Bureau of Fire Prevention, particularly in Plan Check. She asked for the Commission's assistance in this matter.

Commissioner Conroy stated that, to his thinking, the Commission was in agreement with the Chief. He recalled Commissioner Makras suggesting that the Department should come to the Commission and explain to the Commission what the Department really needs to run efficiently and to best fulfill its mission, regardless of budget constraints. Commissioner Conroy would be in favor of such a presentation.

Commissioner Makras added that he would not regard this as a wish list but view it more as a smart business plan. He used Plan Check as an example by asking what an optimum turnaround around time would be and what price should be charged for the service.

#### PUBLIC COMMENT

John Darmanin related that he has worked in the Bureau of Fire Prevention (BFP) for the past five years and recognized it as a revenue source for the Department. The services provided are entitled to compensation and are often mandated by the State or the City, even though some services are provided without fees. He hoped that BFP will receive the funding and the staffing that is needed.

#### PERSONNEL REPORTS

##### a. Division of Training

Submitting monthly report from Division of Training concerning activities performed during September 2006.

##### b. Division of Fire Prevention & Investigation

Submitting monthly report from Division of Fire Prevention & Investigation concerning activities performed from July 2005 through June 2006.

##### c. Physician's Report

Submitting biweekly report of Fire Department Physician concerning disability injuries, September 23 through October 6, 2006.

##### d. Appointments

Reporting the following PERMANENT appointment effective *OCTOBER 13, 2006*:

*0923 Manager II*

Margaret O'Sullivan

Reporting the following PERMANENT appointment effective OCTOBER 20, 2006:

1820 Junior Administrative Analyst

Jenny C. Gong

Reporting the following PROBATIONARY appointment effective OCTOBER 2, 2006:

1246 Principal Personnel Analyst

David B. Johnson (vice: Alan K. Wong)

e. Retirements

Communications received from Retirement Board indicating the following members have retired:

Name	Rank	Type	Retirement Date
Nielsen, Curtis J.	H20 Lieutenant	Service	Oct. 10, 2006
Bouey, Kevin T.	H2 Firefighter	Service	Oct. 03, 2006

(Retirement Certificates will be presented at a Fire Commission Meeting in November, 2006)

f. Suspension

Reporting the following suspension:

No./Rank of Members	Unit	Days Suspended	Dates	Violation of
1 H30 T/Captain	Engine 19	4	10-31-06 11-01-06 11-03-06 11-04-06	Sec. 3207 (Protective Equipment) Sec. 3923 (Disobedience) Sec. 3924 (Insubordination) Sec. 3956 (Safety Rules) G.O. 02 A-45 (Personal Protective Equipment [paragraphs 3 & 5])

g. Resignation

Reporting resignation of 1244 Senior Personnel Analyst David B. Johnson, effective October 2, 2006. (Resigned in order to accept Permanent 1246 Principal Personnel Analyst position. Approximate length of service – 16 years.)

h. Leaves

Reporting leave of absence with pay for the following members for five days, October 23 through October 27, 2006, in order to participate in the Unified Command and Incident Management exercise at the National Emergency Response and Rescue Training Center (NERRTC) at College Station, Texas. The leave is funded by the Urban Area Security Initiative Budget for FY 2003 Part 2, which includes funds for transportation, lodging, backfills and related materials and supply costs.

The following is a list of members attending:

Name	Function
Patrick Casserly	Exercise Participant
Johnny Lo	Exercise Participant
James Fazackerley	Exercise Participant
Douglas Goodin	Exercise Participant

Kirk Richardson	Controller & Trainer
Kyle Merkins	Controller & Trainer
Seth Rubenstein	Controller & Trainer

Reporting leave of absence with pay for Lieutenant Gary J. Falls, for seven days, October 27 through November 2, 2006, in order to attend the Training Resources and Data Exchange (TRADE) Conference, offered by the National Fire Academy in Emmitsburg, Maryland. Expenses, including registration, airfare, and lodging will be paid by the National Fire Academy. Lieutenant Falls will not be replaced.

Reporting leave of absence with pay for Investigator George Smith, Bureau of Fire Investigation, for 17 days, October 9 through October 20, 2006, in order to attend a two-week training class entitled *R205: Fire/Arson Investigation Training*, sponsored by the Department of Homeland Security in Emmitsburg, Maryland. Transportation, lodging and tuition fees will be paid by FEMA, and Investigator Smith will submit reimbursement for his meals through the BFI training budget. (Note: Leave is with pay for the first week of attendance; Investigator Smith will use his own time for the last week.)

Reporting leave of absence with pay for Investigator Lisa Moy, Bureau of Fire Investigation, for three days, September 25 through September 27, 2006, in order to attend "Gas and Electrical Appliance Fire" Training, presented by the Santa Clara County Fire Investigation Task Force in Sunnyvale, California. All expenses will be paid by Investigator Moy and reimbursed through the Training Committee. Investigator Moy will be replaced by another investigator from the Bureau.

Reporting leaves of absence with pay for the time period from August 2006 through January 2007 for the following:

No. of Members	Rank	Total amount of leave (days)
13	H2 Firefighter	280
3	H3 Firefighter/Paramedic	56
1	H4 Fire Inspector	20
2	H20 Lieutenant	78
2	H30 Captain	18
1	H40 Battalion Chief	18
Total Number of Days with Pay		470

Reporting intermittent leaves with pay for the time period from August 2006 through October 2007 for the following:

No. of Members	Rank	Dates of leave
1	H2 Firefighter	Aug 26, 2006 – Aug 25, 2007
1	H2 Firefighter	Sep 14, 2006 – Sep 13, 2007
1	H2 Firefighter	Oct 24, 2006 – Oct 23, 2006
1	H2 Firefighter	Oct 1, 2006 – Sep 30, 2007
1	H2 Firefighter	Oct 12, 2006 – Oct 11, 2007
1	H3 Firefighter/Paramedic	Sep 1, 2006 – Sep 1, 2007
1	H3 Firefighter/Paramedic	Oct 5, 2006 – Apr 20, 2007
1	H20 Lieutenant	Oct 30, 2006 – Aug 22, 2007
1	H20 Lieutenant	Oct 3, 2006 – Oct 2, 2007



Reporting leaves of absence without pay for the time period from August 2006 through September 2007 for the following:

<i>No. of Members</i>	<i>Rank</i>	<i>Total amount of leave (days)</i>
5	H2 Firefighter	482
1	H3 Firefighter/Paramedic	36
	Total number of Days w/o Pay	518

i. Military Leaves

Reporting approval of applications from two members for Military Leaves of Absence, in order to comply with Military Orders received from their commanding officers:

<i>Name</i>	<i>Rank</i>	<i>Dates</i>	<i>Days</i>	<i>Military Organization</i>	<i>Purpose</i>
Pampanin, Vincent	H10 Inc.	10-13-06	17	US Army Res.	Attend Active
SFC E-7	Support	thru		Moffett Airfield, CA	Duty Training
(With Pay)	Specialist	10-29-06			

<i>Name</i>	<i>Rank</i>	<i>Dates</i>	<i>Days</i>	<i>Military Organization</i>	<i>Purpose</i>
Caulder, Leonard	H3 FF/PM	10-15-06	2	US Air Force Res.	Attend Active
MSGT		10-16-06		Travis AFB, CA	Duty Training
(Without pay)					

President Conroy directed that the report be accepted and incorporated in the minutes of today's meeting.

8. ADJOURNMENT

President Conroy adjourned the meeting in honor and memory of the firefighters of the United States Forest Service, Engine 57, who lost their lives in Southern California fighting the Esparanza fire: Captain Mark Loutzenhiser, Engine Operator Jess McLean, Assistant Engine Operator Jason McKay, Firefighter Daniel Hoover-Najera and Firefighter Pablo Cerda.

There being no further business to come before the Commission, the meeting was adjourned at 7:40 p.m.

Tania Bauer  
Secretary



**FIRE COMMISSION**  
City and County of San Francisco  
Gavin Newsom, Mayor

Paul A. Conroy, *President*  
Stephen A. Nakajo, *Vice President*  
Clementine Clarke, *Commissioner*  
George Lau, *Commissioner*  
Victor Makras, *Commissioner*



698 Second Street  
San Francisco, CA 94107  
Telephone 415.558.3451  
Fax 415.558.3413  
Tania Bauer, *Secretary*

**SAN FRANCISCO FIRE COMMISSION  
RESOLUTION 06 - 2**

**RESOLUTION THANKING  
FIREMAN'S FUND INSURANCE COMPANY**

WHEREAS, Fireman's Fund Insurance Company is a premier property and casualty insurance company that was founded in San Francisco in 1863; and

WHEREAS, Fireman's Fund stood by its policy holders as one of the few insurance companies to honor all claims following the 1906 San Francisco Great Earthquake and Fire; and

WHEREAS, Fireman's Fund's original mission was to give a portion of its profits to support firefighters; and

WHEREAS, Through its Heritage program, Fireman's Fund provides local fire departments, national firefighter organizations, and non-profit fire and burn prevention organizations with funds for equipment, tools, firefighter training, fire safety education and community emergency response programs; and

WHEREAS, Through the Heritage program, Fireman's Fund has made a \$100,000 donation to the San Francisco Fire Department's Neighborhood Emergency Response Team (NERT) to help San Franciscans be prepared to respond to a major emergency; and

WHEREAS, agencies that sell Fireman's Fund products can direct a gift to a local fire department, based on the size and growth of the agency's business with Fireman's Fund; and

WHEREAS, Acordia of California has through this program directed to the San Francisco Fire Department the gift of an ambulance simulator and training mannequin, valued at \$37,200, to be used for more effective Paramedic and Emergency Medical Technician training; and

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WHEREAS, Sweet & Baker Insurance Brokers directed a gift to the San Francisco Fire Department of dive communication equipment valued at \$10,000 that will enhance the Station One dive team's operational efficiency and safety; and

WHEREAS, Gallagher Tarantino Insurance Brokers directed a gift to the San Francisco Fire Department of computerized search and rescue equipment valued at \$10,000 to allow the Fireboat Phoenix to see through fog and darkness to locate victims and save lives; and

WHEREAS, Fireman's Fund, through its Heritage program, has provided these gifts to the San Francisco Fire Department as designated by these San Francisco agencies; and

WHEREAS, these gifts will benefit the San Francisco Fire Department and facilitate its safe and effective protection of the people and property of San Francisco; and

WHEREAS, Fireman's Fund, through its Heritage program, has produced the documentary "Into the Fire", featuring firefighters telling stories of hope and dedication; and

WHEREAS, funds raised by "Into the Fire" will benefit firefighters and fire service organizations nationwide in association with the National Firefighters Foundation;

BE IT RESOLVED, That the San Francisco Fire Commission recognizes Fireman's Fund Insurance Company for its 143 years of service to its policyholders; and

BE IT FURTHER RESOLVED, that the Fire Commission extends its admiration and gratitude to Fireman's Fund, which, through its Heritage Program, is carrying out its mission of supporting firefighters, fire departments and programs for safer communities; and

BE IT FURTHER RESOLVED That the Fire Commission gives special thanks to Fireman's Fund for its generous gifts that have furthered the San Francisco Fire Department's mission of safely and effectively serving San Francisco, its residents and visitors.

Adopted at the Regular Meeting of the Fire commission on October 26, 2006  
Ayes: Conroy, Nakajo, Clarke, Lau, Makras

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Tania Bauer, Commission Secretary

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**FIRE COMMISSION**  
City and County of San Francisco  
Gavin Newsom, Mayor

Paul A. Conroy, *President*  
Stephen A. Nakajo, *Vice President*  
Clementine Clarke, *Commissioner*  
George Lau, *Commissioner*  
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Tania Bauer, *Secretary*

No. 06-42

**FIRE COMMISSION REGULAR MEETING**  
Thursday – November 9, 2006 – 6:00 p.m.  
698 Second Street, Room 102, San Francisco, CA 94107

**AGENDA**

Item No.

**1. ROLL CALL**

President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	George Lau
Commissioner	Victor Makras

Chief of Department	Joanne Hayes-White
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**2. PUBLIC COMMENT**

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. Commissioners are not to enter into debate or discussion with a speaker. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

**3. APPROVAL OF THE MINUTES [Action]**

Regular Meetings of October 12 and October 26, 2006, and Special Meeting of October 26, 2006 (4:00 p.m.)

Action to be taken: *Approval of the minutes*

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**San Francisco Fire Commission**  
**NOTICE OF COMMISSION PROCEDURES**

**Commission Office**

The San Francisco Fire Commission Office is located at 698 Second Street, Room 220, San Francisco, CA 94107. The telephone number is (415) 558-3451; the fax number is (415) 558-3413. The web address is [www.sfgov.org/fire\\_comm/](http://www.sfgov.org/fire_comm/). Office hours are from 8:30 a.m. to 5:00 p.m. Monday through Friday.

**Documents for Public Inspection**

Documents referred to in the agenda, if more than one page in length, are available for public inspection and copying at the Commission Office.

**Information on Disability Access<sup>1</sup>**

The Fire Commission regularly meets at Fire Department Headquarters, Room 102, 698 Second Street on the 2<sup>nd</sup> and 4<sup>th</sup> Thursday of the month.

The Fire Commission meeting room is wheelchair accessible. The closest accessible MUNI lines serving this location: 15 Third, 42 Downtown Loop, and N Judah (Second and King). Additional lines serving this location are the 30 Stockton and 45 Union. For more information about MUNI accessible services, call (415) 923-6142.

The following services are available on request 48 hours prior to the meeting: (1) American Sign Language interpreters; (2) use of readers, (3) sound enhancement system, and (4) alternative formats of the agenda and minutes. Please contact the Secretary, Fire Commission, at (415) 558-3451 to make arrangements. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

**Policy on use of Cell Phones, Pagers and Similar Sound-Producing Electronic Devices at and During Public Meetings**

The ringing and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

**Know your Rights under the Sunshine Ordinance**

*(Chapter 67 of the San Francisco Administrative Code)*

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance, or to report a violation of the ordinance, or to obtain a free copy of the Sunshine Ordinance, contact Donna Hall, Administrator of the Sunshine Ordinance Task Force, 1 Dr. Canton B. Goodlett Place, Room 409, San Francisco, CA 94 102-4683 at (415) 554-7724, by fax: (415) 554-7854, by e-mail: [Donna.Hall@sfgov.org](mailto:Donna.Hall@sfgov.org) or on the City's website at [www.sfgov.org/bdsupvrs/sunshine](http://www.sfgov.org/bdsupvrs/sunshine).

**San Francisco Lobbyist Ordinance**

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist (SF Campaign & Governmental Conduct Code § 2.100) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the San Francisco Ethics Commission at 30 Van Ness Ave., Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and web site <http://www.sfgov.org/ethics/>.

**4. COMMUNICATIONS RECEIVED BY COMMISSION [Discussion]**  
(October 20, 2006, through November 2, 2006)

**COMMUNICATIONS ADDRESSED DIRECTLY TO THE COMMISSION**

1. From Vincent J. Nolan, President, San Francisco Fire Chiefs Association, writing for the Chiefs Association regarding the H30 Captain examination and recommending that the Department set a minimum passing standard to ensure that only qualified candidates are promoted to permanent H30 position. Copy: Commissioners and Chief of Department.

**COMMENDATIONS AND LETTERS OF RECOGNITION**

1. From Emmanuel Campos, Assistant Director, Security and Safety, Hilton, commending Inspector Kaan Chin, Bureau of Fire Prevention, for his very informative presentation on fire safety and keeping the Hilton safe for guests as well team members. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.
2. From Dr. Raymond Isola, Principal, Sanchez School, SFUSD, thanking the Department for participation in the eighth annual Family Fun Day and ensuring its success. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

**5. ADOPTION OF MEETING ATTENDANCE POLICY [Action]**

Consideration of adoption of Attendance Policy for the San Francisco Fire Commission pursuant to Board of Supervisors Resolution No. 502-06 and Mayor Newsom's September 18, 2006, directive.

*Action to be taken: Adoption of Attendance Policy*

**6. CHIEF OF DEPARTMENT'S REPORT [Discussion]**

**REPORT FROM CHIEF OF DEPARTMENT**

Report from Chief of Department Joanne Hayes-White on current issues, activities and events, including discussion of the current budget, updates on Divisions within the Department, including Administration, Operations, and EMS Reconfiguration.

**REPORT FROM OPERATIONS**

Richard E. Kochevar, Deputy Chief, Operations, reporting on overall operations during the period October 11 through November 7, 2006

**OVERVIEW OF GOLDEN GUARDIAN EXERCISE – DAY 2 ON NOVEMBER 16, 2006**  
Division of Homeland Security

**GRANTS PROCESS – FROM APPLICATION TO AWARD**  
Division of Administration



## PERSONNEL REPORTS

### a. Physician's Report

Submitting biweekly report of Fire Department Physician concerning disability injuries, October 7 through October 20, 2006.

### b. Appointments

Reporting the following PERMANENT EXEMPT appointment effective *OCTOBER 23, 2006*:

#### *1822 Administrative Analyst*

Corrie Bowe (vice: New, grant-funded position)

Reporting the following PERMANENT appointment effective *OCTOBER 17, 2006*:

#### *H3 Firefighter/Paramedic*

Christopher Pratt

## ACCIDENT REPORTS

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	<i>Accident No.</i>	<i>Accident Date</i>	<i>Serial No.</i>	<i>Category</i>	<i>Recommendation</i>
Rescue 1	06-7-027	8/31/2006	861	A	File
Cause:	Misjudged clearance - While returning from an incident, Res 1 grazed a stopped vehicle				
Battalion 6	06-7-028	8/31/2006	910	B	Bill
Cause:	Struck by vehicle - While travelling with red lights and siren through an intersection with a green light, Batt 6 was struck by a vehicle that ran a red light				
Medic 38	06-7-029	9/3/2006	744	B	File
Cause:	While responding with red lights and siren, Medic 38 struck a traffic island when Medic 38 tried to avoid a vehicle that pulled in front of it				
Engine 33	06-7-031	9/6/2006	527	A	File
Cause:	Driver skill deficiency - While backing up, driver of Eng 33 allowed front end of the vehicle to swing into a parked civilian vehicle				
Rescue 2	06-7-032	9/12/2006	862	A	File
Cause:	Misjudged clearance - While turning right, Res 2 struck a metal post in fence				



Battalion 6	06-7-033	9/23/2006	910	C	File
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Cause: Lack of defensive driving techniques - While driving with red lights and siren, Batt 6 failed to gain control of intersection while "piggybacking" another department vehicle and was struck by a civilian vehicle

Medic 29	06-7-034	9/26/2006	742	A	File
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Cause: Misjudged clearance - While responding with red lights and siren, and attempting to squeeze between a truck and a parked car, Medic 29 struck a parked civilian vehicle

Medic 81	06-7-035	9/26/2006	757	B	Bill
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Cause: Struck by vehicle - While stopped at a stoplight, Medic 81 was struck by a postal vehicle

Airport	06-7-036	9/26/2006	0	A	File
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Cause: Misjudged clearance - While making a left turn exiting SFO shops, Res 56 struck another department vehicle

Ambulance 91	06-7-037	9/20/2006	0	C	File
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Cause: Driver inattention - While changing lanes, Amb 91 struck another vehicle

*Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.*

*Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.*

*Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.*

## 7. ADJOURNMENT



**FIRE COMMISSION**  
City and County of San Francisco  
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Tania Bauer, *Secretary*

No. 06-42

**MINUTES OF THE FIRE COMMISSION**

**Regular Meeting – Thursday – November 9, 2006 – 6:00 p.m.**  
698 Second Street, Room 102, San Francisco, CA 94107

The meeting was called to order by President Conroy at 6:10 p.m.

Item No.

**1. ON ROLL CALL**, the following were noted present:

President Paul A. Conroy  
Vice President Stephen A. Nakajo  
Commissioner Clem Clarke  
Commissioner Victor Makras

Commissioner George Lau was excused for vacation.

Joanne M. Hayes-White  
Richard E. Kochevar  
Gary P. Massetani

Chief of Department  
Deputy Chief, Operations  
Deputy Chief, Administration

Assistant Deputy Chiefs – Staff:

Patrick J. Casserly

Division of Airports

Peter Howes

Division of Emergency Medical Services

Barbara A. Schultheis

Division of Fire Prevention and Investigation

Lorrie A. Kalos

Division of Support Services

Thomas A. Siragusa

Division of Training

Robert Navarro

Division of Homeland Security

Chief Officers – Firefighting Services:

Johnny R. Lo

Division 2

Frank T. Cardinale

Division 3

EMS Officers:

Karl Sporer, M.D.

SFFD Medical Director

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## 2. PUBLIC COMMENT

*James App*, an H3 Firefighter/Paramedic, was concerned that the EMS Reconfiguration is eliminating ALS engines, such as Engine 1 and Engine 3 which have been reverted to BLS, instead of adding them. Mr. App firmly believes that ALS engines are the best way of providing immediate intervention in a medical emergency and the best way of serving the public.

*Jim Connors*, Division of Training, SFFD, related how he took a Department engine company to attend services in Southern California for the five Firefighters from the United States Forest Service who did in the Esparanza fire. They were welcomed by everyone and the long trip from Northern California was appreciated.

## 3. APPROVAL OF THE MINUTES [Action]

Regular Meetings of October 12 and October 26, 2006, and Special Meeting of October 26, 2006 (4:00 p.m.).

Chief Hayes-White had a small correction to the Minutes on page page4: the ending date of the Oracle World Conference should be October 28<sup>th</sup>.

In addition, Chief Hayes-White wished to comment on Attachment 1 to the Minutes, which was a public statement on agenda item 2. She stated that she was not in agreement with statement that referred to the September 15, 2005, fire at 395 Capp Street. Three people had perished in the fire but if it had not been for the quick response and aggressiveness of all the members who responded to the fire, there could have been a higher loss of life. There were ten people in the house that had been brought to safety. She wished to commend all the members of the Department that responded to that fire. Chief Hayes-White wished to clarify that extinguishment is oftentimes used as a form of search and rescue. Since this had been a fully involved fire, decisions were made to save lives but unfortunately not all lives could be saved. She reiterated her appreciation of every member that had responded to the fire.

Commissioner Conroy was also concerned about this public statement. He understood that the Sunshine Ordinance does permit people, who provide public comment at a meeting, to also attach a summary of their statement to the Minutes of that meeting. The person's statement can not be edited or corrected, even if it is not reflective of something that had actually occurred. Commissioner Conroy specifically referred to the phrase "the report did not address the failure to initiate an immediate search and rescue of the building that claimed the lives of three people". Commissioner Conroy was troubled that this statement strongly implies that that there was something omitted by Fire Department personnel that resulted in three people dying in this building. He did not believe that the statement reflected the true facts. It is a matter of public safety that the public has a great concern in whether the Department is properly responding to incidents of this type. He asked Chief Hayes-White if there was any indication in the response to this fire that had resulted in civilian casualties.

Chief Hayes-White responded that it was a difficult and challenging fire to fight, with fully involved multiple floors, which made it difficult to access and perform initial rescue. Extinguishment was the primary goal in order to gain access to the building. The primary concern was for the occupants of the building and that can be attested by the number of injuries sustained by firefighters during the fire. She reiterated that the fire was fought aggressively, and well commanded and controlled by Chief Cardinale and Chief Kochevar. The Department did everything possible to extinguish the fire and perform search and rescue.

Commissioner Makras pointed out that the attachment had a disclaimer that read that it had not been approved by the Commission, yet by attaching it to the Minutes, it appears to be an official City document and is legitimized by going through this public process. He suggested that the Commission exclude this document when it approved the Minutes. Commissioner Makras asked Deputy City Attorney Roberts to provide the Commission with some options so that the record of the Commission could remain accurate.

Deputy City Attorney Roberts responded that the Sunshine Ordinance provides members of the public, who have spoken during public comment at a meeting, with the right to submit a 150-word summary of their comments to be attached to the Minutes. The Commission can indicate its disagreement, in statements on the record, that it does not believe the comments to be an accurate reflection of the facts and of the course of a particular fire. He noted that the it would be a significant risk if the Commission tried to edit or censor the comments and submissions made by members of the public since it can lead to abridgement of first amendment rights, as well as allegations that the Commission is trying to thwart contrary opinions or positions. It becomes a policy matter for the Commission if it wished not to approve a portion of the Minutes, understanding that there is some risk and that a statement should be included in the official record that the Commission does not believe the public statement to be accurate.

Deputy City Attorney Roberts suggested that the current disclaimer be modified making it very clear that in approving the minutes the Commission does not necessarily endorse the characterization or the summaries that have been provided pursuant to the Sunshine Ordinance. He recommended that when people have misrepresented the truth that it would be incumbent on the Commission, the Chief and the Department to set the record straight instead of curtailing the ability of the public to make statements to the Commission.

Commissioner Makras suggested that the October 12<sup>th</sup> Minutes not be approved and asked the City Attorney to provide the Commission with a number of options on how to deal with this issue.

Commissioner Conroy concurred and asked Deputy City Attorney Roberts to provide suggestions on how to deal with public statement summaries that are submitted by the public.

President Conroy asked that the Minutes of the October 12, 2006 Meeting be held over for approval at the November 21, 2006, meeting.

Commissioner Makras moved and Commissioner Clarke seconded. There were no questions or discussion and the minutes of the Regular Meeting of October 26, 2006, were approved as presented by a vote of 4-0. (Conroy, Nakajo, Clarke, Makras)

Commissioner Nakajo moved and Commissioner Makras seconded. There were no questions or discussion and the minutes of the Special Meeting of October 26, 2006 (4:00 p.m.), were approved as presented by a vote of 4-0. (Conroy, Nakajo, Clarke, Makras)

#### **4. COMMUNICATIONS RECEIVED BY COMMISSION [Discussion]** (October 20, 2006, through November 2, 2006)

##### **COMMUNICATIONS ADDRESSED DIRECTLY TO THE COMMISSION**

1. From Vincent J. Nolan, President, San Francisco Fire Chiefs Association, writing for the Chiefs Association regarding the H30 Captain examination and recommending that the Department set a minimum passing standard to ensure that only qualified candidates are promoted to permanent H30 position. Copy: Commissioners and Chief of Department.



## COMMENDATIONS AND LETTERS OF RECOGNITION

1. From Emmanuel Campos, Assistant Director, Security and Safety, Hilton, commending Inspector Kaan Chin, Bureau of Fire Prevention, for his very informative presentation on fire safety and keeping the Hilton safe for guests as well team members. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.
2. From Dr. Raymond Isola, Principal, Sanchez School, SFUSD, thanking the Department for participation in the eighth annual Family Fun Day and ensuring its success. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

There was no public comment.

## 5. ADOPTION OF MEETING ATTENDANCE POLICY [Action]

Consideration of adoption of Attendance Policy for the San Francisco Fire Commission pursuant to Board of Supervisors Resolution No. 502-06 and Mayor Newsom's September 18, 2006, directive.

Commissioner Conroy related that the Board of Supervisors had passed a resolution urging each Commission and Board to adopt an attendance policy; shortly thereafter, the Mayor sent letter with a proposed format. Deputy City Attorney Roberts had prepared such a policy and Commissioner Conroy hoped it would be adopted by the Commission with respect to absences.

The new policy refers to notified and non-notified absences instead of excused and unexcused absences. There is a procedure on how members of Commissions advise the Commission Secretary whether they shall not be present for an agenda meeting. A report must be submitted by the Secretary to the appointing authority (Mayor) at the end of each fiscal year delineating the attendance for regular and special meetings.

Commissioner Makras noted that the policy read more like an attendance report. He believed what was more desirable, and intended by the Board of Supervisors, was setting a policy for attendance and not just tracking attendance.

Commissioner Conroy recalled that the Mayor's letter had suggested "the working goal of a 100% attendance, and then as a practical matter, it's appropriate to ask that each Commissioner have at least a 90% attendance at their regular meetings". He asked if the Commission wished to amend the draft policy to set such or a similar goal.

Commissioner Makras agreed but suggested that perhaps a goal and objective of 90% would be more realistic. The Commission would consider anything under 80% detrimental, with allowances for illnesses and other such matters.

Commissioner Conroy asked the Deputy City Attorney Roberts gather input from various Commissioners and prepare a revised draft for the next Commission meeting. He requested that the Meeting Attendance Policy be held over for approval at the November 21, 2006 meeting.

## 6. CHIEF OF DEPARTMENT'S REPORT [Discussion]

### REPORT FROM CHIEF OF DEPARTMENT

Report from Chief of Department Joanne Hayes-White on current issues, activities and events, including discussion of the current budget, updates on Divisions within the Department, including Administration, Operations, and EMS Reconfiguration.

Chief Hayes-White presented the report.

FY 2006-07 Budget - The Department is on track with its expenditure projection and revenues are higher than projected. Disability rates are 22% lower this quarter than for the same time last year. This reflects good work in the field, excellent training and excellent oversight at working incidents. Overtime expenditures were up, but that had been projected and was based on a study that determined that it was fiscally more prudent to increase overtime expenditures as compared to increasing the Department's FTE (Full Time Equivalent) count. The savings were calculated to be \$750,000. In addition, workers compensation costs are also lower for the first quarter.

EMS Reconfiguration - The Department is moving as quickly as possible, but still with caution, in implementing the reconfiguration. Chief Hayes-White stated that she understands the frustration being experienced in the field and re-emphasized that she is totally committed to having 42 ALS engine companies in the field in the future and a fully integrated fire-based EMS.

The Department is projecting another class of 24 H3 Level 2 Paramedics for January 2007, and trying to match new hires with retirements. A further class of 24 H3 level 2 Paramedics is planned in the spring. The Department is budgeted for 72 new FTEs and is scheduling classes as soon as possible.

Chief Hayes-White stated that she was committed to all H3 Firefighter/Paramedics receiving cross training. It has been operationally difficult to achieve this, since it means removing ALS professionals from an ambulance or an engine company and giving them enough time to become proficient on a truck company. The importance of the truck training can not be understated since it is essential to a well rounded firefighter, and will also allow H3s to participate in the H20 Lieutenant examination.

H30 Captain Examination - The examination, entailing a fire scene and first aid simulation, will take place November 11<sup>th</sup> and 12<sup>th</sup> at a hotel in the city, and will be administered by the Division of Human Resources. Chief Hayes-White acknowledged the work of Jesusa Bushong, Human Resources Director, and Dave Johnson, Principal Personnel Analyst, who have worked cooperatively with Dr. Bruce Topp and Phil Ginsburg, Director, the Department of Human Resources. Everyone is hopeful that by February 2007 a list will be adopted.

Golden Guardian - Chief Hayes-White noted that the Department had worked diligently for some time to prepare for this exercise. It will be a two-day event, November 15 and 16<sup>th</sup>, with Day 2 occurring at Treasure Island (this will be later described in a presentation by Lieutenant Merkins). For Day 1, the Emergency Operation Center (EOC) will be activated to deal with an 8.1 simulated earthquake, with the Mayor and relevant department heads in attendance.

Halloween 2006 - Chief Hayes-White and Chief Kochevar were in attendance at the event where a crowd of approximately 200,000 had gathered. Barricades were set up to provide an access lane. Late in the evening, there was a shooting and, as a result, seven people were transported to the trauma center at SF General Hospital; fortunately, there was no loss of life. She commended Assistant Deputy Chief Howes, EMS, and Acting Battalion Chief Campbell for



their planning and for their work at the scene.

Memorial Services in Southern California - Chief Hayes-White commended Captain James Connors, Lieutenant Anita Paratley, Firefighter Nicholas Hellmer and Firefighter Rich Holvack for their attendance at the memorial services for the five Firefighters from the U.S. Department of Forestry who perished in the Esparanza Fire. Captain Connors was responsible for coordinating the response, and for taking an engine and three members to represent the Department at the services. All volunteered their time and were not compensated for their effort.

Fireman's Fund Heritage Program – On November 27<sup>th</sup>, there was a demonstration by Rescue 1, backed up by Rescue 2, of special dive equipment, which provided the ability for crews to communicate under water. The equipment is valued at \$10,000 and was donated by the Sweet and Baker Insurance Brokers. Approximately 40 employees of the company came to watch and were later treated to lunch at Station 7 by Rescue 2.

On November 28<sup>th</sup>, Commissioner Conroy presented a Resolution from the Fire Commission to Fireman's Fund acknowledging both Fireman's Fund and its Heritage Program for their generous donations. Chief Hayes-White stated that over the years, Fireman's Fund had donated over \$10,000 million to the fire service, regardless if they were paid professionals or volunteers.

In addition to the dive equipment, a \$10,000 donation from Gallagher Tarantino was made for marine electronic software for the Fireboat Phoenix to enhance the Department's ability to locate victims under water. Furthermore, Acordia of California, also through the Heritage Program, had donated \$37,000 for an ambulance simulator, which is instrumental in training Department members in emergency medical techniques. Chief Hayes-White commended June Waechtler for arranging the presentation.

Discussion ensued with Commissioners commenting or asking questions and Chief Hayes-White responding.

Commissioner Nakajo extended his appreciation to Captain Connors and the members of the crew who took an engine down to Southern California for memorial services. He also wished to express his appreciation to the Chief for openly answering questions that are posed to her regarding the EMS Reconfiguration and spots on ALS engines and thereby facilitating better communications on an important subject.

Commissioner Makras wished to know if minimum qualifications had been established for the H30 Captain examination and whether that had been conveyed to the members taking the test. Chief Hayes-White responded that it had not yet been established but that Dr. Bruce Topp, Department of Human Resources, will be working on this.

Commissioner Makras, referring to the Fire Chiefs' Association letter, noted that the Association believed that there should be a minimum standard. Chief Hayes-White responded that she shares their concern and wants to ensure that qualified, competent individuals make the list. Commissioner Makras did not understand why the Chief could not set benchmarks before the test and not after. Chief Hayes-White responded that she deferred on this issue to Dr. Topp who has successfully administered numerous examinations for public and health safety organizations. She trusts his competency and he will be working with subject matter experts on this matter. Chief Hayes-White considers the tests to be valid and is confident that the end result will be competent, capable members who can assume the role of Captain.

## REPORT FROM OPERATIONS

Richard Kochevar, Deputy Chief, Operations, provided the report for the period of October 11, 2006 through November 7, 2006. There had been two Greater Alarms and 23 working fires. The greater alarm fires resulted in: a total loss of \$726,000 with (1) \$625,000 in property damage; (2) \$76,000 in content damage; (3) \$20,000 in exposure property damage; (4) \$5,000 in exposure content damage; (5) 2 civilian injured; (6) 1 firefighters injured; and (7) 26 people were displaced.

Oracle World Convention - was held at Moscone Center from October 22<sup>nd</sup> through October 26<sup>th</sup>, with Howard street closed between 3<sup>rd</sup> and 4<sup>th</sup> Streets. The response pattern of Station 1 was affected but no unusual occurrences were reported attributable to this event.

Halloween in the Castro - the Department provided support for the event. Suppression units assisted SFPD with the installation of portable barricades; the barricades provided an access lane for police and fire units to respond to incidents. Medical units were assigned and electric vehicles were used for rapid response to medical emergencies. Late in the evening, seven people were wounded by gunfire; police and fire responded quickly and patient care and transport were immediate.

Memorial Services in Southern California - were conducted on November 5, 2006 for the five firefighters who were killed in the Esparanza fire. The Department sent an Engine to the services.

Station 35 Renovation - Engine 35 has been relocated to Station 13 pending repairs and remodeling to the firehouse. Members of Fireboat 1 are staying in the pier structure behind the fire station.

Special Operations Chief - has been involved in the following: (1) outfitting new Technical Rescue Trailers; (2) processing new equipment list as outlined by State OES to certify a "Heavy Rescue Co"; (3) working with various entities to set up drills, exercises and classes.

Fire Prevention - has started two new grant-funded employees to carry out the Senior Fire Safety Program which will provide fire safety and other home safety tips. The Department is partnering with Alisa Ann Ruch Burn Foundation, Department of Public Health and the San Francisco Housing Authority in the endeavor. The program includes the free installation of fire alarms in seniors' homes and is carried out by a volunteer staff.

A test was recently conducted for the position of 5215 Fire Protection Engineer. This individual will work in Plan Check and will be responsible for reviewing smoke removal, sprinkler and standpipe system design.

The Plan Check unit is reviewing more and more plans for new biotech tenants in the Mission Bay area. The Department is anticipating an ever increasing volume of these plans as Mission Bay continues to be developed.

Airport - In addition to their normal activities, selected staff underwent Personal Watercraft Training and Certification for the two new rescue watercraft assigned to the Airport.

## OVERVIEW OF GOLDEN GUARDIAN EXERCISE - DAY 2 ON NOVEMBER 16, 2006 Lieutenant Kyle Merkins, Division of Homeland Security

Lieutenant Merkins informed the Commission that the exercise would take place on Treasure Island on day 2, November 16<sup>th</sup>, and would be a scenario of a large aftershock from the



previous day's 8.1 earthquake. This entailed a structural collapse training site, which SFFD had constructed, to provide responders with a realistic training environment. In addition, the live fire training burn rooms would be activated for the firefighting portion of the exercise.

Lieutenant Merkins stated that the purpose of the two-day Golden Guardian exercise was: (1) Capabilities/Needs Assessments Based on TCL (Target Capabilities List) and UTL (Universal Task Lists); (2) Regional Response Capabilities; (3) Regional Communications; (4) Interagency Coordination; and (5) Training and Equipment Review.

Chief Hayes-White noted that it had been a group effort to plan for this two-day event and she wished to acknowledge Chief Siragusa, Division of Training and Region 2 liaison, Chief Navarro and Lieutenant Merkins, Homeland Security, and Chief Dave Franklin, Special Operations.

*Please note: Lieutenant Merkins' presentation is attached to the Minutes*

#### GRANTS PROCESS – FROM APPLICATION TO AWARD

Division of Administration

*(Note: This item is continued to the meeting of November 21, 2006)*

#### PERSONNEL REPORTS

a. Physician's Report

Submitting biweekly report of Fire Department Physician concerning disability injuries, October 7 through October 20, 2006.

b. Appointments

Reporting the following PERMANENT EXEMPT appointment effective OCTOBER 23, 2006:

*1822 Administrative Analyst*

Corrie Bowe (vice: New, grant-funded position)

Reporting the following PERMANENT appointment effective OCTOBER 17, 2006:

*H3 Firefighter/Paramedic*

Christopher Pratt

#### ACCIDENT REPORTS

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	<i>Accident No.</i>	<i>Accident Date</i>	<i>Serial No.</i>	<i>Category</i>	<i>Recommendation</i>
Rescue 1	06-7-027	8/31/2006	861	A	File

Cause: Misjudged clearance - While returning from an incident, Res 1 grazed a stopped vehicle

Battalion 6	06-7-028	8/31/2006	910	B	Bill
Cause:	Struck by vehicle - While travelling with red lights and siren through an intersection with a green light, Batt 6 was struck by a vehicle that ran a red light				
Medic 38	06-7-029	9/3/2006	744	B	File
Cause:	While responding with red lights and siren, Medic 38 struck a traffic island when Medic 38 tried to avoid a vehicle that pulled in front of it				
Engine 33	06-7-031	9/6/2006	527	A	File
Cause:	Driver skill deficiency - While backing up, driver of Eng 33 allowed front end of the vehicle to swing into a parked civilian vehicle				
Rescue 2	06-7-032	9/12/2006	862	A	File
Cause:	Misjudged clearance - While turning right, Res 2 struck a metal post in fence				
Battalion 6	06-7-033	9/23/2006	910	C	File
Cause:	Lack of defensive driving techniques - While driving with red lights and siren, Batt 6 failed to gain control of intersection while "piggybacking" another department vehicle and was struck by a civilian vehicle				
Medic 29	06-7-034	9/26/2006	742	A	File
Cause:	Misjudged clearance - While responding with red lights and siren, and attempting to squeeze between a truck and a parked car, Medic 29 struck a parked civilian vehicle				
Medic 81	06-7-035	9/26/2006	757	B	Bill
Cause:	Struck by vehicle - While stopped at a stoplight, Medic 81 was struck by a postal vehicle				
Airport	06-7-036	9/26/2006	0	A	File
Cause:	Misjudged clearance - While making a left turn exiting SFO shops, Res 56 struck another department vehicle				
Ambulance 91	06-7-037	9/20/2006	0	C	File
Cause:	Driver inattention - While changing lanes, Amb 91 struck another vehicle				

*Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.*



*Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.*

*Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.*

President Conroy directed that the report be accepted and incorporated in the minutes of today's meeting.

## **7. ADJOURNMENT**

The meeting was adjourned by President Conroy in memory and honor of Barbara Hague, sister of Richard Kochevar, Deputy Chief of Operations.

There being no further business to come before the Commission, the meeting was adjourned at 8:05 p.m.

Tania Bauer  
Secretary





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### GG '06 Objectives

- To Implement the Master Mutual Aid Response Plan
- To Test and Evaluate Regional Mutual Aid Interoperable Communications
- To Have a Mutual Aid Task Force Arrive, Receive a Briefing / Assignment, and Begin USAR Operations within Two Hours of Activation.

### GG '06 Objectives Cont.

- To Have a Mutual Aid Task Force Arrive, Receive a Briefing / Assignment, and Begin Fire Suppression Operations within Two Hours of Activation.
- To Have a Mutual Aid Task Force Arrive, Receive a Briefing / Assignment, and Begin Water Supply Operations with Fireboat 1 within Two Hours of Activation.

### GG06 Phase 2 Scenario

- On Nov 16, 2006 at approximately 0830 a large aftershock will occur causing a five story concrete building with several occupants to completely collapse.
- Two buildings in the area are also damaged and on fire.
- The domestic water supply is not functioning and there is no high pressure auxiliary water supply in the area.
- OES Region 2 Fire / Rescue Operational Areas will assist the San Francisco Fire Department.

### GG06 Phase 2 Exercise Site

- The exercise training site is located at the SFFD Treasure Island Training Facility.
- A structural collapse training site has been constructed to provide responders a realistic training environment.
- The live fire training burn rooms will be active with live fire for the firefighting portions of the exercise.
- A VIP and Media Area will be established to observe the exercise from a safe location.
- A medical / rehab area will be staffed with EMS personnel in the event of an illness or injury during the exercise.



1891  
The following is a list of the  
names of the persons who  
were present at the  
meeting of the  
Board of Directors  
of the  
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on the 1st day of  
January, 1891.

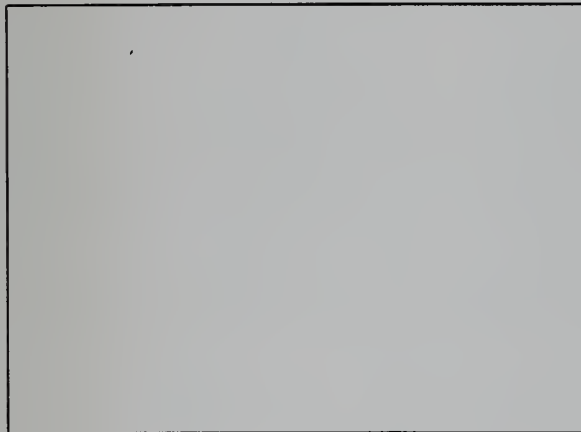
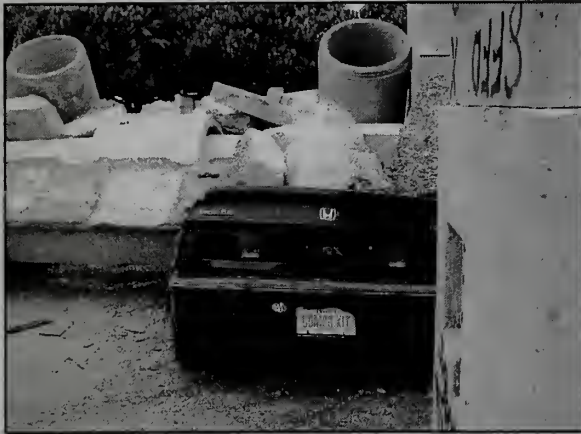
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## GG06 Phase 2 Exercise Timeline and Agency Participation

- 0730 PIO will give a tour of exercise site to media.
- 0800 Exercise site open to VIP's and Observers
- 1<sup>st</sup> Operational Period 0830-1030

### Agencies Involved: SFFD

Units Assigned: 1 Engine Co., 2 Truck Co's., 1 Heavy Rescue Squad, 2 Light Rescue Squads, 1 Tech Rescue Vehicle, 1 Multi Cass. Unit, 2 ALS Ambulances, 2 Assistant Chiefs, 2 Battalion Chiefs, & 2 Rescue Captains.

Operations: SFFD Units will be involved with Rescue, EMS, & Incident Management / ICS

## GG06 Phase 2 Exercise Timeline and Agency Participation Cont.

- 2<sup>nd</sup> Operational Period 1030-1230

Agency: Marin County Operational Area

Units: Marin County USAR Task Force (20 Member Team) With Vehicles

Operations: USAR Ops. At Collapse Site

Agency: Alameda County Operational Area

Units: 4 Engine Companies, 1 Truck Company, 1 Heavy Rescue, & 1 Task Force Leader

Operations: Heavy Rescue will be assigned to collapse site. Other Companies will be assigned to fire suppression and water supply at the structure fires.

## GG06 Phase 2 Exercise Timeline and Agency Participation Cont

- 3<sup>rd</sup> Operational Period 1230-1430

Agency: San Mateo Operational Area

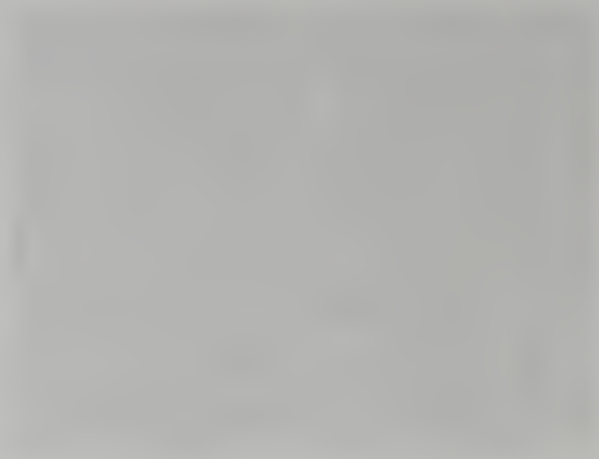
Units: 1 Engine Company, 1 Truck Company, 1 Heavy Rescue, & 1 Task force Leader

Operations: Collapse Structure Rescue

Agency: Contra Costa County Operational Area

Units: 1 Engine Company, 1 Truck Company, & 1 Task Force Leader

Operations: Collapse Structure Rescue



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## GG06 Phase 2 Exercise Timeline and Agency Participation Cont

- 4<sup>th</sup> Operational Period 1430-1630

Agency: Santa Clara Operational Area

Units: 1 Engine Company, 1 Truck Company, 1 Heavy Rescue, &  
1 Task force Leader

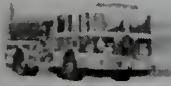
Operations: Collapse Structure Rescue

- 1700 Exercise Hot Wash
- 1800 End of Exercise

## Questions?

- Lt. Kyle Merkins SFFD  
Training and Exercise Coordinator  
558-3415  
[kyle.merkins@sfgov.org](mailto:kyle.merkins@sfgov.org)




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City and County of San Francisco

## Fire Commission

November 14, 2006 (Special Meeting) CANCELLED  
**FIRE COMMISSION SPECIAL MEETING**  
**Tuesday, November 14, 2006 - 5:00 PM**  
 698 Second Street, Room 102, San Francisco, CA 94107  
**AGENDA**

Item No.

### 1. ROLL CALL

President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	George Lau
Commissioner	Victor Makras

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**2. CASE NO. 06 - 6: HEARING ON VERIFIED COMPLAINT FILED BY CHIEF OF DEPARTMENT, INCLUDING POSSIBLE DELIBERATIONS, OR OTHER ACTION ON CHARGES [Action item]** (Continued from 10/16/06, 10/17/06, 10/23/06, 10/24/06 and 10/25/06)

On June 30, 2006, Chief of Department Joanne Hayes-White filed a verified complaint with the Commission, charging Firefighter Bela Carreira with misconduct and violation of Department Rules and Regulations as follows:

- Section 3920 – Violence
- Section 3922 – Acts Detrimental to Welfare of Department
- Section 3911 – Altercations
- Section 3935 – False Reports and False Testimony

#### a. Public comment on Special Meeting Agenda Item and possible Closed Session

Members of the public may comment on Agenda items that are scheduled for discussion or action [Government Code §54954.3(a), Administrative Code §67.15(b)]

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

#### b. Votes on closed session:

- (1) Whether to hold the hearing on the complaint in closed session **[Action]**
- (2) Whether to conduct deliberations in closed session **[Action]**

#### c. Hearing and deliberations

- (1) Hearing on charges (in open or closed session, per the Commission's vote)
- (2) Deliberations and action on charges (in open or closed session, per the Commission's vote) *[Discussion and Possible Action]*

**d. If closed session is held, reconvene in open session**

- (1) Report any action taken in closed session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4)
- (2) Vote to elect whether to disclose any or all closed session discussions ***[Action]***

**3. ADJOURNMENT**




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City and County of San Francisco

## Fire Commission

November 15, 2006 (Special Meeting) CANCELLED

### FIRE COMMISSION SPECIAL MEETING

Wednesday, November 15, 2006 - 5:00 PM

698 Second Street, Room 102, San Francisco, CA 94107

### AGENDA

Item No.

#### 1. ROLL CALL

President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	George Lau
Commissioner	Victor Makras

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#### 2. CASE NO. 06 - 6: HEARING ON VERIFIED COMPLAINT FILED BY CHIEF OF DEPARTMENT, INCLUDING POSSIBLE DELIBERATIONS, OR OTHER ACTION ON CHARGES *[Action item]* (Continued from 10/16/06, 10/17/06, 10/23/06, 10/24/06, 10/25/06 and 11/14/06)

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#### a. Public comment on Special Meeting Agenda Item and possible Closed Session

Members of the public may comment on Agenda items that are scheduled for discussion or action [Government Code §54954.3(a), Administrative Code §67.15(b)]

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

#### b. Votes on closed session:

- (1) Whether to hold the hearing on the complaint in closed session *[Action]*
- (2) Whether to conduct deliberations in closed session *[Action]*

#### c. Hearing and deliberations

- (1) Hearing on charges (in open or closed session, per the Commission's vote)
- (2) Deliberations and action on charges (in open or closed session, per the Commission's vote) [*Discussion and Possible Action*]

**d. If closed session is held, reconvene in open session**

- (1) Report any action taken in closed session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4)
- (2) Vote to elect whether to disclose any or all closed session discussions [**Action**]

**3. ADJOURNMENT**


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City and County of San Francisco

## Fire Commission

November 21, 2006 (Special Meeting 4:00 PM)

### FIRE COMMISSION SPECIAL MEETING

Thursday, November 21, 2006– 4:00 PM

698 Second Street, Room 221, San Francisco, CA 94107

### Agenda

#### 1. ROLL CALL

President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	George Lau
Commissioner	Victor Makras

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#### 2. CASE NO. 04-16: COMMISSION DELIBERTATIONS ON EMPLOYEE SUSPENSION APPEAL *[Action Item]*

In accordance with Section 4001 of the Rules and Regulations, Captain David Sullivan, has appealed his two-day suspension for the period August 3 and 4, 2005. Captain Sullivan was suspended for violation of the Rules and Regulations as follows:

Section 2808 – Welfare of Subordinates

Section 3905 – Unfamiliarity with Rules

##### a. Public Comment on Special Meeting Agenda Item; Possible Closed Session

Members of the public may comment on Agenda items that are scheduled for discussion or action. [Government Code §54954.3(a), Administrative Code §67.15(b)]

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b)

1. Public Comment on Agenda Item No. 2, including *[if there is a motion or request to go into Closed Session]* public comment on whether to go into Closed Session.

2. *If there has been a motion or request to go into Closed Session:* Vote on whether to hold Closed Session. *[Action Item]*

##### b. Deliberations/Possible Action, Open or Closed Session

1. Deliberations, and possible action on Suspension Appeal *[Action Item]*

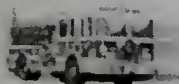
**c. If Closed Session is held, reconvene in Open Session**

1. Report on any action taken in Closed Session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4)

2. Vote to elect whether to disclose any or all discussions held in Closed Session, as specified in San Francisco Administrative Code Section 67.12(a).  
**[Action Item]**

**3. ADJOURNMENT**




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City and County of San Francisco

## Fire Commission

November 21, 2006 (Special Meeting 4:00 PM)

### MINUTES OF THE FIRE COMMISSION SPECIAL MEETING

Thursday, November 21, 2006– 4:00 PM

698 Second Street, Room 221, San Francisco, CA 94107

#### 1. On ROLL CALL, the following were present:

President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	George Lau

Commissioner Clem Clarke was excused.

Commissioner Victor Makras recused himself from the case.

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#### Also present

Paul Zarefsky, Deputy City Attorney

Tania Bauer, commission Secretary

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#### 2. CASE NO. 04-16: COMMISSION DELIBERTIONS ON EMPLOYEE SUSPENSION APPEAL [*Action Item*]

In accordance with Section 4001 of the Rules and Regulations, Captain David Sullivan, has appealed his two-day suspension for the period August 3 and 4, 200. Captain Sullivan was suspended for violation of the Rules and Regulations as follows:

Section 2808 – Welfare of Subordinates

Section 3905 – Unfamiliarity with Rules

#### A. Public Comment on Special Meeting Agenda Item; Possible Closed Session

Members of the public may comment on Agenda items that are scheduled for discussion or action. [Government Code §54954.3(a), Administrative Code §67.15(b)]

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b)

1. Public Comment on Agenda Item No. 2, including [*if there is a motion or request to go into Closed Session*] public comment on whether to go into Closed Session.

There was no public comment.

**2. *If there has been a motion or request to go into Closed Session: Vote on whether to hold Closed Session. [Action Item]***

Commissioner Nakajo moved for a Closed Session and Commissioner Lau seconded. The motion was unanimously approved.

**B. Deliberations/Possible Action, Open or Closed Session [Action Item]**

The Commission went into Closed Session at 4:10 PM

**C. If Closed Session is held, reconvene in Open Session**

The Commission reconvened in Open Session at 5:10 PM

**1. Report on any action taken in Closed Session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4)**

President Conroy announced that the Commission had deliberated and had determined, by unanimous vote, that Captain Sullivan was not guilty as charged, and reversed the decision of the Department and granted the appeal of Captain David Sullivan. The Commission ordered that Captain Sullivan be reimbursed for his two-day suspension on August 3 and August 4, 2005.

**2. Vote to elect whether to disclose any or all discussions held in Closed Session, as specified in San Francisco Administrative Code Section 67.12 (a). [Action Item]**

Commissioner Nakajo voted not disclose any discussions held in closed Session and Commissioner Lau seconded. The motion was unanimously approved.

**3. ADJOURNMENT**

Tania Bauer  
Commission Secretary

**FIRE COMMISSION**  
City and County of San Francisco  
Gavin Newsom, Mayor

Paul A. Conroy, *President*  
Stephen A. Nakajo, *Vice President*  
Clementine Clarke, *Commissioner*  
George Lau, *Commissioner*  
Victor Makras, *Commissioner*



698 Second Street  
San Francisco, CA 94107  
Telephone 415.558.3451  
Fax 415.558.3413  
Tania Bauer, *Secretary*

No. 06-46

**FIRE COMMISSION SPECIAL MEETING**  
Tuesday – November 21, 2006 – 6:00 p.m.  
698 Second Street, Room 102, San Francisco, CA 94107

**AGENDA**

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11-17-06A11:08 RCVD

Item No.

**1. ROLL CALL**

President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	George Lau
Commissioner	Victor Makras
Chief of Department	Joanne Hayes-White

**2. PUBLIC COMMENT**

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. Commissioners are not to enter into debate or discussion with a speaker. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

**3. RETIREMENT CERTIFICATE [Discussion]**

Reporting Award of Honorable Service to the following member:

Assistant Chief Richard D. Bracco	Type of Retirement Service	Years of Service 32-1/2	Retirement Date Aug. 12, 2006
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**4. APPROVAL OF THE MINUTES [Action]**

Regular Meetings of October 12 and November 9, 2006.

Action to be taken: Approval of the minutes



**San Francisco Fire Commission**  
**NOTICE OF COMMISSION PROCEDURES**

**Commission Office**

The San Francisco Fire Commission Office is located at 698 Second Street, Room 220, San Francisco, CA 94107. The telephone number is (415) 558-3451; the fax number is (415) 558-3413. The web address is [www.sfgov.org/fire\\_comm/](http://www.sfgov.org/fire_comm/). Office hours are from 8:30 a.m. to 5:00 p.m. Monday through Friday.

**Documents for Public Inspection**

Documents referred to in the agenda, if more than one page in length, are available for public inspection and copying at the Commission Office.

**Information on Disability Access<sup>1</sup>**

The Fire Commission regularly meets at Fire Department Headquarters, Room 102, 698 Second Street on the 2<sup>nd</sup> and 4<sup>th</sup> Thursday of the month.

The Fire Commission meeting room is wheelchair accessible. The closest accessible MUNI lines serving this location: 15 Third, 42 Downtown Loop, and N Judah (Second and King). Additional lines serving this location are the 30 Stockton and 45 Union. For more information about MUNI accessible services, call (415) 923-6142.

The following services are available on request 48 hours prior to the meeting: (1) American Sign Language interpreters; (2) use of readers, (3) sound enhancement system, and (4) alternative formats of the agenda and minutes. Please contact the Secretary, Fire Commission, at (415) 558-3451 to make arrangements. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

**Policy on use of Cell Phones, Pagers and Similar Sound-Producing Electronic Devices at and During Public Meetings**

The ringing and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

**Know your Rights under the Sunshine Ordinance**

*(Chapter 67 of the San Francisco Administrative Code)*

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance, or to report a violation of the ordinance, or to obtain a free copy of the Sunshine Ordinance, contact Donna Hall, Administrator of the Sunshine Ordinance Task Force, 1 Dr. Canton B. Goodlett Place, Room 409, San Francisco, CA 94 102-4683 at (415) 554-7724, by fax: (415) 554-7854, by e-mail: [Donna.Hall@sfgov.org](mailto:Donna.Hall@sfgov.org) or on the City's website at [www.sfgov.org/bdsupvrs/sunshine](http://www.sfgov.org/bdsupvrs/sunshine).

**San Francisco Lobbyist Ordinance**

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist (SF Campaign & Governmental Conduct Code § 2.100) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the San Francisco Ethics Commission at 30 Van Ness Ave., Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and web site <http://www.sfgov.org/ethics/>.



**5. COMMUNICATIONS RECEIVED BY COMMISSION [Discussion]**  
(November 3, 2006, through November 14, 2006)

COMMUNICATIONS ADDRESSED DIRECTLY TO THE COMMISSION

None

COMMENDATIONS AND LETTERS OF RECOGNITION

1. From Karen Han, Secretary, MOMs Club SF, thanking the members of Station 11 for providing the children a great tour of the fire house, demonstrating a slide on the fire pole and allowing the children onto the engine. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.
2. From Dwight Sanders, Community Outreach Specialist, Central City SRO Cooperative, thanking the Bureau of Fire Prevention, the Fire Marshal and, especially, Inspectors Bruce Guitron, Jeff Chin and Tyrone Pruitt, for providing excellent Fire Safety Workshops that are both fun and informative. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.
3. From Thomas Tierney, Vice President, Management, Westfield, thanking Inspector Cofflin and the Bureau of Fire Prevention for their assistance during the planning phase and leading up to the grand opening of the Westfield San Francisco Centre. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

**6. ADOPTION OF MEETING ATTENDANCE POLICY [Action]**  
(Cont'd from Meeting of 11-09-06)

Consideration of adoption of Attendance Policy for the San Francisco Fire Commission pursuant to Board of Supervisors Resolution No. 502-06 and Mayor Newsom's September 18, 2006, directive.

*Action to be taken: Adoption of Attendance Policy*

**7. PERSONAL SERVICES CONTRACT – (UC REGENTS) [Action]**

Submitting for review and approval a proposed personal services contract in the amount of \$492,876 from the Regents of the University of California – San Francisco, to provide a physician for the position of Emergency Medical Services (EMS) Medical Director. The term of the contract will be for two years, with options for extension. UC Regents is a sole source vendor to the City and County of San Francisco for the provision of EMS Medical Director to the Fire Department.

*Action to be taken: Approval of proposed personal services contract*

**8. CHIEF OF DEPARTMENT'S REPORT [Discussion]**

REPORT FROM CHIEF OF DEPARTMENT

Report from Chief of Department Joanne Hayes-White on current issues, activities and events, including discussion of the current budget, and updates on Divisions within the Department.

## REPORT FROM ADMINISTRATION

Report from Gary P. Massetani, Deputy Chief, Administration, with continuing discussion of the current budget and updates on Administrative Divisions.

## GRANTS PROCESS – FROM APPLICATION TO AWARD AND IMPLEMENTATION

(Cont'd from Meeting of 11-09-06)

Division of Administration

## PERSONNEL REPORTS

### a. Division of Training

Submitting monthly report from Division of Training concerning activities performed during October 2006.

### b. Division of Fire Prevention & Investigation

Submitting monthly report from Division of Fire Prevention & Investigation concerning activities performed from July through October, 2006.

### c. Physician's Report

Submitting biweekly report of Fire Department Physician concerning disability injuries, October 21 through November 3, 2006.

### d. Appointments

Reporting the following PROBATIONARY appointment effective *NOVEMBER 6, 2006*:

*1041 IS Engineer Assistant*

Derek Entwistle (vice: New position)

Reporting the following PROVISIONAL appointment effective *NOVEMBER 13, 2006*:

*1844 Senior Management Assistant*

Eileen Peng (vice: New position)

### e. Retirements

Communications received from Retirement Board indicating the following members have retired:

<i>Name</i>	<i>Rank</i>	<i>Type</i>	<i>Retirement Date</i>
Agius, Frank P.	H20 Lieutenant	Service	Oct. 28, 2006
Pitre, Melvin	H20 Lieutenant	Service	Oct. 26, 2006
Potthoff, Barry L.	H2 Firefighter	Service	Oct. 27, 2006

*(Retirement Certificates will be presented at Fire Commission Meeting of January 25, 2007)*

### f. Leaves

Reporting leave of absence with pay for Inspector Melissa Lerma, Bureau of Fire Prevention, for five days, November 13 through November 17, 2006, in order to attend *Fire Prevention 3A* class presented by the Industrial Emergency Council, in San Carlos, California. Registration fee will be paid by Inspector Lerma and reimbursed through the Training Committee. Inspector Lerma will not be replaced.

Reporting leave of absence with pay for Inspector Donald Fields, Bureau of Fire Prevention, for five days, October 30 through November 3, 2006, in order to attend *NFPA 13, 20, and 25 Courses* presented by the National Fire Protection Association, in Sparks, Reno, Nevada. Registration fee and other related expenses will be paid by Inspector Fields and reimbursed through the Training Committee. Inspector Fields will not be replaced.

Reporting leave of absence with pay for Inspector Terry Gee, Bureau of Fire Prevention, for five days, October 2 through October 6, 2006, in order to attend *Fire Prevention 2C class* presented by the Industrial Emergency Council, in San Carlos, California. The cost of \$395 for registration fee will be paid by Inspector Gee and reimbursed through the Training Committee. Inspector Gee will not be replaced.

Reporting leaves of absence with pay for the time period from October 2006 through January 2007 for the following:

<i>No. of Members</i>	<i>Rank</i>	<i>Total amount of leave (days)</i>
14	H2 Firefighter	264
1	H30 Captain	10
	Total Number of Days with Pay	274

Reporting intermittent leaves with pay for the time period from October 2006 through January 2008 for the following:

<i>No. of Members</i>	<i>Rank</i>	<i>Dates of leave</i>
1	H2 Firefighter	Oct 28, 2006 – Oct 27, 2007
1	H2 Firefighter	Oct 22, 2006 – Oct 22, 2007
1	H2 Firefighter	Oct 13, 2006 – Oct 13, 2007
1	H2 Firefighter	Nov 7, 2006 – Nov 7, 2007
1	H2 Firefighter	Jan 1, 2007 – Dec 31, 2007
1	H2 Firefighter	Jan 19, 2007 – Jan 19, 2008
1	H3 Firefighter/Paramedic	Oct 24, 2006 – Oct 23, 2007
1	H3 Firefighter/Paramedic	Jan 16, 2007 – Jan 15, 2008
1	H3 Firefighter/Paramedic	Nov 6, 2006 – Jan 31, 2007

Reporting leaves of absence without pay for the time period from November 2006 through January 2007 for the following:

<i>No. of Members</i>	<i>Rank</i>	<i>Total amount of leave (days)</i>
1	H3 Firefighter/Paramedic	36
	Total number of Days w/o Pay	36

g. Military Leave

Reporting approval of application from one member for Military Leave of Absence without pay, in order to comply with Military Orders from his commanding officer:

<i>Name</i>	<i>Rank</i>	<i>Dates</i>	<i>Days</i>	<i>Military Organization</i>	<i>Purpose</i>
Caulder, Leonard	H3 FF/PM	11-05-06	2	US Air Force Res.	Attend Active
MSGT		11-06-06		Travis AFB, CA	Duty Training

ACCIDENT REPORTS

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:



	Accident No.	Accident Date	Serial No.	Category	Recommendation
Truck 7	06-7-030	9/5/2006	620	A	File
Cause:	Tiller inattention - While in the process of backing into Station 7, Trk 7 struck a cement guard when the apparatus realigned				
BFP	06-7-038	9/29/2006	43	B	Bill
Cause:	Struck by vehicle - While stopped in traffic, department vehicle was rear ended by another vehicle				
Engine 22	06-7-039	9/30/2006	504	B	Bill
Cause:	Struck by vehicle - While double parked, Eng 22 was struck by a passing U-Haul truck				
Ambulance 76	06-7-040	10/4/2006	732	B	File
Cause:	Struck by vehicle (hit and run) - While stopped at an incident, Amb 76's mirror was struck and broken by another vehicle which left the scene				
Engine 5	06-7-041	10/6/2006	546	B	File
Cause:	While travelling west on Fulton Street, officer observed that hose had fallen off Eng 5, striking a civilian vehicle				
Engine 7	06-7-042	10/6/2006	522	A	File
Cause:	Misjudged clearance - While travelling east on 19th Street, Eng 7 grazed a parked civilian vehicle				
Medic 13	06-7-043	10/12/2006	741	A	File
Cause:	Misjudged clearance - While driving down a street, Medic 13 struck and broke the mirror on a parked civilian vehicle				
Medic 73	06-7-044	10/14/2006	740	B	File
Cause:	Struck by vehicle (hit and run) - While parked, Medic 73 was struck by a civilian vehicle which fled the scene				



Medic 29	06-7-045	10/17/2006	742	A	File
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Cause: Driver inattention - While maneuvering around a large vehicle, Medic 29 struck an oncoming vehicle

Airport	06-7-046	10/17/2006	61	B	File
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Cause: Mechanical failure - While moving a trailer, tow hitch malfunctioned, and trailer disconnected and damaged the vehicle

Truck 15	06-7-047	10/20/2006	622	A	File
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Cause: Driver inattention - Driver of Trk 15 did not pull far enough forward before making right turn, causing trailer section of Trk 15 to strike stopped vehicle

*Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.*

*Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.*

*Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.*

## 9. ADJOURNMENT



**FIRE COMMISSION**  
City and County of San Francisco  
Gavin Newsom, Mayor



Paul A. Conroy, *President*  
Stephen A. Nakajo, *Vice President*  
Clementine Clarke, *Commissioner*  
George Lau, *Commissioner*  
Victor Makras, *Commissioner*

698 Second Street  
San Francisco, CA 94107  
Telephone 415.558.3451  
Fax 415.558.3413  
Tania Bauer, *Secretary*

No. 06-46

**MINUTES OF THE FIRE COMMISSION**

**Special Meeting – Tuesday – November 21, 2006 – 6:00 p.m.**  
698 Second Street, Room 102, San Francisco, CA 94107

The meeting was called to order by President Conroy at 6:05 p.m.

Item No.

**1. ON ROLL CALL**, the following were noted present:

President Paul A. Conroy  
Vice President Stephen A. Nakajo  
Commissioner Clem Clarke  
Commissioner George Lau  
Commissioner Victor Makras

Joanne M. Hayes-White  
Gary P. Massetani

Chief of Department  
Deputy Chief, Administration

Assistant Deputy Chiefs – Staff:

Patrick J. Casserly	Division of Airports
Peter Howes	Division of Emergency Medical Services
Barbara A. Schultheis	Division of Fire Prevention and Investigation
Lorrie A. Kalos	Division of Support Services
Thomas A. Siragusa	Division of Training
Robert Navarro	Division of Homeland Security

Chief Officers – Firefighting Services:

Arthur W. Kenney	Division 2
Audry Lee	Division 3

**3. RETIREMENT CERTIFICATE [Discussion]**  
(Taken out of order)

Reported Award of Honorable Service to the following member:

	Type of Retirement Service	Years of Service	Retirement Date
Assistant Chief Richard D. Bracco		32-1/2	Aug. 12, 2006

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Joanne Hayes-White, Chief of Department, congratulated retired member Assistant Chief Bracco and presented him the Retirement Certificates. She recalled highlights of his careers, his assignments over the years, and his special contributions to the Department and to the community.

Assistant Chief Bracco thanked Chief Hayes-White and introduced his family who were in the audience. He related how quickly 32 years had gone by, and how he had met some terrific people, had great memories and great experiences. He appreciated the cooperation of the men and women of the Department because they are the ones who make it great and keep the tradition going.

#### **PUBLIC COMMENT**

*John Darmanin* noted that when the Department loses retirees, whether chiefs or firefighters, there is a double loss, since not only are many years of experience lost but also the mentoring provided by those chiefs and firefighters.

## **2. PUBLIC COMMENT**

*John Darmanin* related an incident during some training he recently attended where another member confronted him regarding his attachment to the Minutes and told him he should not write about events at which he was not present.

## **4. APPROVAL OF THE MINUTES [Action]**

Regular Meetings of October 12 and November 9, 2006.

Commissioner Makras stated that he had requested some options from Deputy City Attorney Roberts on how to deal with attachments to the October 12, 2006 Minutes since he had a number of concerns.

Deputy City Attorney responded that he drafted a new disclaimer, which appears at the top of the attachment but is not the only option available for the Commission. In addition, the Commission could place a similar disclaimer directly on the agenda, similar disclaimers as far as this not being the official position of the Commission. It could be made either as part of the motion approving the minutes and, in addition, could be placed on the Web. Those are essentially the options. As far as not approving them, the Sunshine Ordinance does require that they be included in the minutes, and that can be done either by having the Secretary retype them or to attach them.

Commissioner Makras wished to further know if the attachments did not accurately reflect what was said or if facts were added that were not stated, what was the advice of the City Attorney's Office.

Deputy City Attorney Roberts responded that neither the Commission nor the Secretary, should edit or change public comments which are made by members of the public. The public has a right, under the Sunshine Ordinance as well as the Brown Act, to express their views on matters within the jurisdiction of the Commission. Approval of the minutes does not constitute approval of the summaries nor endorsement of the opinions or positions that are expressed. If the Commission believes that corrections need to be made, it is their privilege and right to make those on the record.

Commissioner Makras believes that when he is voting on something, he supports the full content of it. He will vote "no" on the approval of the minutes since he believes that one portion does not accurately reflect public comment and can not be separated from the rest of the Minutes.

Commissioner Conroy appreciated Commissioner Makras' point of view that if a member of the public was reading such an attachment, it would give the appearance that these matters were stated during the meeting. He asked the City Attorney if reference could be made in the attachment as to the time it was submitted and, also, that it was not an accurate reflection of what was said.

Deputy City Attorney Roberts responded that the date and time the statement was received can be added and it can be referred to as a public statement.

Commissioner Conroy stated that, in view of the Sunshine Ordinance, he was satisfied with the strong disclaimer that distances the Commission from the inaccurate statement

Chief Hayes-White wished to make some amendments and clarifications to the November 9<sup>th</sup> Minutes.

The Minutes of October 12, 2006, as amended, were approved by a vote of 4 - 1 (Ayes: Conroy, Nakajo, Clarke, Lau, Naye: Makras)

Commissioner Makras stated that he voted "no" because he did not believe that the summary statement attachments accurately reflected the public comment said that evening. He believes that it is in the Commission's interest, and he is taking the liberty to document that attachments should reflect the accuracy of statements when they are made. In this particular case, special attention should be paid to accuracy since at that time several lives were lost and there is sure to be litigation. He requested that his comments be placed in the record and suggested that the tape from the October 12, 2006 meeting be retained for a ten-year period.

Commissioner Nakajo wanted to make sure that anyone submitting a public comment summary statement attended the meeting. He agreed to the addition of a time-stamp on the statement.

Deputy City Attorney Roberts responded that only 150-word summaries by people who spoke during the public comment period, at the meeting, have the right to submit the 150-word summary. Any member of the public can submit correspondence of any length to the Commission and the Commission can do with it as it sees fit, but they need not be included in or attached to the Minutes.

Commissioner Makras moved and Commissioner Lau seconded. There were no questions or discussion and the minutes of the Regular Meeting of November 9, 2006, were approved as presented by a vote of 5-0. (Conroy, Nakajo, Clarke, Lau, Makras)

#### PUBLIC COMMENT

*John Darmanin* stated that he had submitted two summary statements of 150 words each, to be attached to the October 12<sup>th</sup> Minutes as allowed by the Sunshine Ordinance, in which he commented on another member's behavior towards another member and for which he had been verbally accosted at a training session by the first member..

#### 5. **COMMUNICATIONS RECEIVED BY COMMISSION** [Discussion] (November 3, 2006, through November 14, 2006)

## COMMUNICATIONS ADDRESSED DIRECTLY TO THE COMMISSION

None

## COMMENDATIONS AND LETTERS OF RECOGNITION

1. From Karen Han, Secretary, MOMs Club SF, thanking the members of Station 11 for providing the children a great tour of the fire house, demonstrating a slide on the fire pole and allowing the children onto the engine. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.
2. From Dwight Sanders, Community Outreach Specialist, Central City SRO Cooperative, thanking the Bureau of Fire Prevention, the Fire Marshal and, especially, Inspectors Bruce Guitron, Jeff Chin and Tyrone Pruitt, for providing excellent Fire Safety Workshops that are both fun and informative. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.
3. From Thomas Tierney, Vice President, Management, Westfield, thanking Inspector Cofflin and the Bureau of Fire Prevention for their assistance during the planning phase and leading up to the grand opening of the Westfield San Francisco Centre. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

## PUBLIC COMMENT

*John Darmanin* reiterated that it appears that only positive communications and letters of recognition are listed under this agenda item. He assumed, as he had previously, that no emails are listed and suggested that a disclaimer to that effect appear under this agenda item.

## 6. ADOPTION OF MEETING ATTENDANCE POLICY [Action]

(Cont'd from Meeting of 11-09-06)

Consideration of adoption of Attendance Policy for the San Francisco Fire Commission pursuant to Board of Supervisors Resolution No. 502-06 and Mayor Newsom's September 18, 2006, directive.

## PUBLIC COMMENT

*John Darmanin* was concerned with the need for the Attendance Policy and felt he needed more time to study the policy and what motivated its creation.

Commissioner Conroy noted that at the last meeting Commissioner Makras observed that the Policy seemed to be more of an attendance and record-keeping policy instead of a statement of what the policy of the Commission is with respect to what should be the attendance by the Commissioners. Commissioner Conroy had asked the City Attorney to revise the attendance requirements of the Policy accordingly. It now states that "*it is the policy of the Fire Commission that all of its members should attend all regular meetings of the Fire Commission.*" The policy also states that it is understood that there are sometimes unanticipated occurrences that prevent attendance.

Commissioner Makras moved and Commissioner Lau seconded. There were no further questions or discussion and the Attendance Policy was adopted by a vote of 5-0.  
(Conroy, Nakajo, Clarke, Lau, Makras)



## 7. PERSONAL SERVICES CONTRACT – (UC REGENTS) [Action]

Submitting for review and approval a proposed personal services contract in the amount of \$492,876 from the Regents of the University of California – San Francisco, to provide a physician for the position of Emergency Medical Services (EMS) Medical Director. The term of the contract will be for two years, with options for extension. UC Regents is a sole source vendor to the City and County of San Francisco for the provision of EMS Medical Director to the Fire Department.

Chief Massetani explained that the contract submitted for the last meeting was only a draft. Now the contract has incorporated in it an 0.25 FTE Medical Director for the Emergency Communications Department (ECD). The Fire Department's part of the contract is for an 0.8 FTE Medical Director. The Department has not been able to finalize the contract since it is waiting for ECD's specifications and scope of work for its Medical Director.

Discussion ensued with Commissioners asking questions and Chief Massetani and staff responding.

*Commissioner Makras* wished to know if the contract specified a designated person. Chief Massetani responded that there is a designated person that the Department interviewed and approved, namely Karl Sporer, M.D., but the contract is with the UCSF and not specifically with Dr. Sporer. UCSF has a number of qualified physicians that can fill this position if Dr. Sporer is absent for any period of time over five days due to illness, vacation or leave.

*Commissioner Conroy* asked if there is an at-will clause in the contract. Deputy city Attorney Roberts responded that at any time the Chief may terminate the agreement or request UC to appoint or detail someone else.

*Commissioner Makras* wished to know if all the provisions, such as the McBride Principles, were incorporated in the contract, and that by approving the contract the Commission could rely on UC complying throughout their facilities in the State with the various provisions of the contract. Deputy City Attorney Roberts responded that the various ordinances passed by the Board of Supervisors, such as the McBride Principles, applies to all contracts and since the contract is with the UC Regents as the governing body it would apply across all facilities.

*Commissioner Lau* wished to know if this contract was part of a bigger contract between the City and UCSF. Chief Massetani responded that it is a self-standing contract between the Fire Department and UC, with a small scope of work added from the Department of Emergency Communications.

Chief Hayes-White added that the Department preferred this stand-alone contract instead of being included in the master contract that the Department of Public health has with UC, since it provides the Department the ability to hold the designated physician more accountable.

*Commissioner Conroy* wished to know the cost to the Department of the previous Medical Director per year and did it include all the benefits.

Chief Massetani responded that it was approximately \$250,000. In the new contract the Department pays for 32 hours, which includes 12% for administrative oversight, all other benefits are covered by UC, including malpractice insurance.

*Commissioner Conroy* considered \$250,000 to be a considerable amount of money for 32 hours and wondered if the Department should not directly hire an individual to do this work.



Chief Hayes-White responded that UC is a teaching institution and the Department needed a Medical Director that was hands-on and worked some shifts in the Emergency Department at San Francisco General Hospital (SF General).

Captain Zanoft added the Department considered several options, such as hiring a physician from the outside, hiring a civil service physician, hiring a third-party group or continuing with a physician from UC. Another factor influencing the Department's decision was that under Title XXII every provider of paramedic services is required to have a physician medical director, an EMS medical director, to oversee the out-of-hospital practice. In addition, the Department needs a physician to purchase all narcotics, cardiac drugs and other medication. Furthermore, direction is given from the *base station*, located at the Emergency Department of SF General, to paramedics in the field and it is staffed by UCSF attending physicians. The salary in question is for clinical professors at the University of California Medical School and is somewhat different than that of a civil service physician.

Commissioner Makras supported the contract whole-heartedly and did not believe the salary to be excessive since along with it came the benefits of the UC system, such as reliable, highly qualified back-up physicians, excellent training and practices on the cutting edge. Commissioner Makras actually believed that the contract was under priced and that UC was offering it as part of their public service to be part of San Francisco.

*(Note: This item was continued to the meeting of December 14, 2006)*

## **8. CHIEF OF DEPARTMENT'S REPORT [Discussion]**

### **REPORT FROM CHIEF OF DEPARTMENT**

Report from Chief of Department Joanne Hayes-White on current issues, activities and events, including discussion of the current budget, and updates on Divisions within the Department.

Chief Hayes-White presented the report.

Performance Measures – Supervisor Daly has requested a series of meetings with Department Heads to discuss performance measures. He will meet with Public Safety Departments on December 7<sup>th</sup>.

H30 Captain Examination – Some applicants, during the test, expressed concern about the volume of the audio tape of the first component. This was remedied at the time but, unfortunately, one case was not. Chief Hayes-White has been working with DHR staff to resolve this and has listened to the tapes. She believed them to be clear and articulate but, in her opinion, the volume could have been higher.

There was also a rumor that individuals were being retested. Actually, two people were allowed to re-take a portion of the test over due to proctor error. To dispel further rumors or uncertainty the Department, working closely with DHR and the Department of Human Resources, has sent the following notice to all H30 candidates:

“The administration is aware that some candidates have expressed concerns regarding the volume of the narration tape during the fire scene and first-aid simulation exercise. The Department is working with the Department of Human Resources to arrive at a fair and equitable remedy, which will be forthcoming. Additionally, the Department has received inquiries regarding candidates allowed

to retest. To clarify, two candidates have been retested on selected portions of the exercise due to proctor errors during test administration. These retests were unrelated to the volume of the narration tapes."

Chief Hayes-White stated that she was a little disappointed about the first component but felt that this can be resolved by working closely with Dr. Bruce Topp and Director Ginsburg of the Department of Human Resources.

Department Apparatus and Vehicle Accidents - Chief Hayes-White cited the following reduction in accidents for the 1<sup>st</sup> quarter of 2006, from a report submitted by Assistant Deputy Chief Casserly, chair of the Accident Review Committee: (1) 2001 – 77 accidents; (2) 2003 – 77; (3) 2004 – 59; (4) 2005 – 61; and (5) 2006 – 47. These figures are for the first quarter of each year. Chief Hayes-White noted that the numbers were steadily declining and attributed this to training and warranted discipline.

Golden Guardian Exercise – The two-day regional joint training exercise started on November 15<sup>th</sup> and focused on a 7.9 rupture along the San Andreas Fault, which caused major damage to the City's infrastructure and services. The Department Operational Center was activated but no field units were deployed. Chief Hayes-White and Chief Massetani reported to the Emergency Operations Center (OES), where there were four six-hour operational periods. She directed as the initial incident commander.

At the OES, the Mayor convened the public policy group, approximately 20 - 25 people, and provided them with information and intelligence reports about the event. The group was asked how they would handle certain situations and make important decisions. Chief Hayes-White believed that it went very well and that considerable progress has been made since the prior year. She commended all members who participated both in Day 1 and Day 2.

Day 2 took place on Treasure Island and was intended to demonstrate and utilize the equipment that the Department acquired through the Federal Urban Area Security Initiative (UASI), with approximately \$3.4 million expended on training and purchases of equipment. Day 2 was an operational readiness exercise, with the Department interacting with five bordering counties (Marin, Alameda, Contra Costa, San Mateo and Santa Clara), which participated in two-hour operational periods under the direction of Chief Siragusa, SFFD's Director of Training.

Chief Hayes-White related that the Department was notified about 2:00 PM on Day 1 that Governor Schwarzenegger was planning to attend. She commended Lieutenant Talmadge, Public Information Officer, for working with the governor's staff to accommodate his trip to Treasure Island.

The Day 2 exercise consisted of a simulated building collapse with trapped victims, structure fires and loss of domestic and high pressure water supply. Different agencies, working at different times, worked on a pile of debris to extricate and treat victims who were volunteers from City College. Mutual aid was requested from Alameda County to work to suppress a fire that had started from an aftershock.

Chief Hayes-White noted that both the Governor and the Mayor were impressed by the Department's ability to work shoulder-to-shoulder with other agencies. She wished to thank everyone who participated, from planners to actual responders, since it was a memorable day for the San Francisco Fire Department and she is proud of everyone's efforts. She noted that Commissioners Conroy and Nakajo were in attendance at the exercise. She asked Chief Siragusa to show a few slides of the event.



Chief Siragusa accompanied the slides with a running narration of what occurred. He pointed out that the Governor's surprise visit could have distracted significantly but due to the amount of planning and all agencies working together, it was minor. Actually, since both Governor and the Mayor are hands-on individuals, their attendance and participation in the exercise was appreciated by everyone.

Chief Siragusa noted that it was the first time that the San Francisco Fire Department had requested mutual aid, and even though it was only an exercise, it was heartening to see everyone working side by side, speaking the same language, establishing a communications plan and knowing exactly what their responsibilities were.

In closing, Chief Siragusa pointed out that the hydrant adaptor issue was dealt with without much fanfare and communications presented no problem either due to common terminology. Great appreciation was shown by all task forces and innumerable *thank yous* were directed to the Department. All in all, he considered it to have been a very bright day for the Department and a highlight for the year so far.

#### REPORT FROM ADMINISTRATION

Chief Massetani provided the report.

FY 2006-07 – With the first quarterly report completed, revenues including overtime recovery in the Bureau of Fire Prevention, are projected to be 25% higher than budgeted. The projected total is \$7.9 million. If this strong trend continues, the Department will collect \$20 million by year end and will be 22% above the projected budget of FY 2006-07.

Expenses for salaries and line items continue to be under budget for nearly all divisions, and the Department is projecting coming in at 1% under budget at year-end.

Performance measures have been forwarded to the Controller's Office on November 17<sup>th</sup> and the Department will be presenting them to the Board of Supervisors by early December.

Division of Training was very busy with planning for the Golden Guardian. Battalion Based Training, Module 9, is still on-going. The training is focused on newborn care, safe haven procedures, and live fire evaluations. All members attending Module 9 must bring all their PPE, both sets of their personal protective equipment, which will be inspected by the officers and a clothing representative. The module was developed to ensure that everyone has the proper equipment. A number of items have been pulled out of service and will be replaced within the next two three months.

The Department has completed 85% of the mask fitting program. Testing must be done every year to comply and members are provided with a personal mask certificate.

Planning and Research are implementing the 2007 vacancy list and are working on the vacation bidding process. An 1844 Management Assistant was hired to assist with scheduling and detailing on daily operations in the Assignment Office.

The unit is also working with the EMS Division on the EMS Reconfiguration on locations for Medic units and ALS Engines. The unit is also assisting the Chief Financial Officer with the Department's performance measures for FY 2007.

Support Services has completed the specifications for 10 command vehicles and one Chief vehicle, working with Chief Goodin and Chief Lee, and forwarded them to Purchasing. Delivery is expected in February of 2007.

The Auxiliary Water Supply System (AWSS) unit has installed an altitude valve in the Jones Street Tank, thereby eliminating the need to have staff available to fill the tank daily due to leaks in the system. With the installation of a \$10,000 device, the Department will save over \$50,000 in overtime since this eliminates the necessity of a uniformed member checking seven days a week.

Human Resources Division administered the first component for the H30 examination and Chief Hayes-White has discussed some of the issues. The unit has conducted examinations for a 5215, Fire Protection Engineer, on November 2<sup>nd</sup> and for an 1823, Senior Management Assistant, on November 1<sup>st</sup>. Job offers are going out at the moment.

Homeland Security Division is closing out the urban area security initiative grants for 2003, 2004 and 2005. The Department is on track in expending all allocated funds, which cover equipment, first responder training and local and state exercises.

Chief Massetani showed a photo of the new logistics flatbed truck which has a piggyback forklift that will be used to transport chemical, biological, radiological and nuclear material at incidents. It was purchased with UASI funds for \$87,000.

On December 31<sup>st</sup>, the 2005 UASI grant closes and there are four positions which it funded – an H51 Assistant Deputy Chief, a Lieutenant for Logistics, a Lieutenant for Training Coordination, and a Lieutenant for Planning. Additional funding has been found for all except the Lieutenant for Planning until March 31, 2007. The Department is continuing to work on how to retain all positions.

Physician's Office - The total number of work-related injuries stood at 22 for October as compared to 25 for September; 15 had lost work time and 7 without. Disability for October was at 46 as compared to October of 2005 at 57.

Investigative Services Bureau – The random alcohol and drug testing program continues with 52 tested in fiscal year 2006-07, and with 52 negative outcomes and no positive.

FY 2007-08 Budget Schedule - Chief Massetani distributed a proposed budget schedule for FY 2007-08 to the Commission. At this time, no budget instructions have yet been issued by the Mayor's Office. Chief Massetani proposed providing the Commission with a draft of the Department's capital budget by December 8<sup>th</sup> since it had to be submitted to the Mayor's Office in the first week of January. Review and discussion of the capital budget can take place at the Commission's December 14<sup>th</sup> meeting.

In addition, Chief Massetani proposed that the Department provide the Commission a high-level briefing on the operating budget January 11<sup>th</sup> and on January 25<sup>th</sup> a budget book will be provided to the Commission. There will be two weeks to review the budget and on February 8<sup>th</sup>, the Department will present its proposed budget for FY 2007-08. At this time, there can be public discussion and, also, direction from the Commission. The budget must be submitted to the Mayor's Office on February 17<sup>th</sup>. This will necessitate a Special Meeting, possibly, on February 15<sup>th</sup>, for the Commission to approve the budget.

Commissioners asked questions and Chief Massetani and Chief Hayes-White responded.

*Commissioner Lau*, referring to the close-out of the UASI grant, wished to know how many positions the Department would be losing. Chief Massetani responded that the Department is losing two positions: a 1923 Junior Analyst and H20 Lieutenant for Planning. He added that the Department of Public Health, which had approximately 25 positions, will lose 17 or 18 positions.



In contrast, OES will retain all of its 22 positions. In discussions with the Mayor's Office, the Department strongly suggested that a uniformed presence should be included in the 22 positions that OES is retaining.

*Commissioner Nakajo*, commenting on the Golden Guardian event on Day 2, observed that the importance of on-going training, which the Department has been emphasizing, was clearly visible in the expertise with which the Department planned, organized and handled the event. Commissioner Nakajo, alluded to Chief Siragusa's comment on Mutual Aid, and when speaking to some Orange County firefighters about the importance of exercises of this nature, they stated that everyone knows that when a disaster will strike this type of assistance will be very much needed.

#### GRANTS PROCESS – FROM APPLICATION TO AWARD AND IMPLEMENTATION

(Cont'd from Meeting of 11-09-06)

Chief Massetani provided the presentation. He was joined by June Waechtler, grant writer and grant administrator for the Department. He outlined how the Department searches for grants and when prospective grants are found, they are forwarded to the Chief and staff for approval. Once the go-ahead is given, there is an on-line application process. Once approved to submit a grant, the Department follows the conditions presented by the grantee regarding project description, governance, rules of the grant, period of performance and official contacts.

Chief Massetani added that once the grant is awarded, it needs approval of the Commission to accept, as well as that of the Mayor's Office and, depending on the amount, approval of the board of Supervisors to accept and expend. Eventually, the grant has to be closed out and a final report prepared to the grantee.

*Please note: A copy of Chief Massetani's presentation is attached to the Minutes.*

Discussion ensued with Commissioners asking questions and with Chief Massetani and Ms. Waechtler responding.

*Commissioner Nakajo* was pleased to know that the Department had a designated grant person. He believed that a marketing/public relations component was a crucial key to recognition in the grants arena. He believed that with a change in leadership in the House of Representatives and a strong advocacy and lobbying effort from San Francisco, emphasizing matching concepts between private corporations and state and federal entities may be the wave of the future.

Commissioner Conroy wished to know how the Department knew that it was getting information on all of the possible grants. Ms. Waechtler responded that the City was considering a software program that would monitor any applicable grants. She noted that the Department was more restricted than others to the type of grant it could apply for. Regardless of previous years, the Department can always apply for FEMA grants. Commissioner Conroy wished to know about a FEMA fire grant. Ms. Waechtler responded that for the latest grant applied for, a FEMA physical fitness program, the Department has not yet received a rejection letter.

Commissioner Conroy wished to know about the latest UASI grants. Chief Massetani responded that the Homeland Security Department is becoming more regional in their grant funding. They feel that they have jump-started certain programs, and now they are beginning to concentrate on the more global aspects of their mission, for example, a regional microwave communications system.

Chief Hayes-White wanted to wish everyone a happy Thanksgiving. She stated that she was grateful for the dedicated, hard-working and professional group of people whose teamwork and spirit she appreciates. Similarly, she was pleased and grateful to have a Commission that is engaged in serving the City and serving the Department. She wished everyone and their families a happy and restful Thanksgiving.

## PERSONNEL REPORTS

### a. Division of Training

Submitting monthly report from Division of Training concerning activities performed during October 2006.

### b. Division of Fire Prevention & Investigation

Submitting monthly report from Division of Fire Prevention & Investigation concerning activities performed from July through October, 2006.

### c. Physician's Report

Submitting biweekly report of Fire Department Physician concerning disability injuries, October 21 through November 3, 2006.

### d. Appointments

Reporting the following PROBATIONARY appointment effective *NOVEMBER 6, 2006*:

#### *1041 IS Engineer Assistant*

Derek Entwistle (vice: New position)

Reporting the following PROVISIONAL appointment effective *NOVEMBER 13, 2006*:

#### *1844 Senior Management Assistant*

Eileen Peng (vice: New position)

### e. Retirements

Communications received from Retirement Board indicating the following members have retired:

<i>Name</i>	<i>Rank</i>	<i>Type</i>	<i>Retirement Date</i>
Agius, Frank P.	H20 Lieutenant	Service	Oct. 28, 2006
Pitre, Melvin	H20 Lieutenant	Service	Oct. 26, 2006
Potthoff, Barry L.	H2 Firefighter	Service	Oct. 27, 2006

*(Retirement Certificates will be presented at Fire Commission Meeting of January 25, 2007)*

### f. Leaves

Reporting leave of absence with pay for Inspector Melissa Lerma, Bureau of Fire Prevention, for five days, November 13 through November 17, 2006, in order to attend *Fire Prevention 3A* class presented by the Industrial Emergency Council, in San Carlos, California. Registration fee will be paid by Inspector Lerma and reimbursed through the Training Committee. Inspector Lerma will not be replaced.

Reporting leave of absence with pay for Inspector Donald Fields, Bureau of Fire Prevention, for five days, October 30 through November 3, 2006, in order to attend *NFPA 13, 20, and 25 Courses* presented by the National Fire Protection Association, in Sparks, Reno, Nevada. Registration fee and other related expenses will be paid by Inspector Fields and reimbursed

through the Training Committee. Inspector Fields will not be replaced.

Reporting leave of absence with pay for Inspector Terry Gee, Bureau of Fire Prevention, for five days, October 2 through October 6, 2006, in order to attend *Fire Prevention 2C* class presented by the Industrial Emergency Council, in San Carlos, California. The cost of \$395 for registration fee will be paid by Inspector Gee and reimbursed through the Training Committee. Inspector Gee will not be replaced.

Reporting leaves of absence with pay for the time period from October 2006 through January 2007 for the following:

<i>No. of Members</i>	<i>Rank</i>	<i>Total amount of leave (days)</i>
14	H2 Firefighter	264
1	H30 Captain	10
Total Number of Days with Pay		274

Reporting intermittent leaves with pay for the time period from October 2006 through January 2008 for the following:

<i>No. of Members</i>	<i>Rank</i>	<i>Dates of leave</i>
1	H2 Firefighter	Oct 28, 2006 – Oct 27, 2007
1	H2 Firefighter	Oct 22, 2006 – Oct 22, 2007
1	H2 Firefighter	Oct 13, 2006 – Oct 13, 2007
1	H2 Firefighter	Nov 7, 2006 – Nov 7, 2007
1	H2 Firefighter	Jan 1, 2007 – Dec 31, 2007
1	H2 Firefighter	Jan 19, 2007 – Jan 19, 2008
1	H3 Firefighter/Paramedic	Oct 24, 2006 – Oct 23, 2007
1	H3 Firefighter/Paramedic	Jan 16, 2007 – Jan 15, 2008
1	H3 Firefighter/Paramedic	Nov 6, 2006 – Jan 31, 2007

Reporting leaves of absence without pay for the time period from November 2006 through January 2007 for the following:

<i>No. of Members</i>	<i>Rank</i>	<i>Total amount of leave (days)</i>
1	H3 Firefighter/Paramedic	36
Total number of Days w/o Pay		36

#### g. Military Leave

Reporting approval of application from one member for Military Leave of Absence without pay, in order to comply with Military Orders from his commanding officer:

<i>Name</i>	<i>Rank</i>	<i>Dates</i>	<i>Days</i>	<i>Military Organization</i>	<i>Purpose</i>
Caulder, Leonard	H3 FF/PM	11-05-06	2	US Air Force Res.	Attend Active
MSGT		11-06-06		Travis AFB, CA	Duty Training

#### ACCIDENT REPORTS

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	<i>Accident No.</i>	<i>Accident Date</i>	<i>Serial No.</i>	<i>Category</i>	<i>Recommendation</i>
Truck 7	06-7-030	9/5/2006	620	A	File

Cause: Tiller inattention - While in the process of backing into Station 7, Trk 7 struck a cement guard when the apparatus realigned



BFP	06-7-038	9/29/2006	43	B	Bill
Cause:	Struck by vehicle - While stopped in traffic, department vehicle was rear ended by another vehicle				
Engine 22	06-7-039	9/30/2006	504	B	Bill
Cause:	Struck by vehicle - While double parked, Eng 22 was struck by a passing U-Haul truck				
Ambulance 76	06-7-040	10/4/2006	732	B	File
Cause:	Struck by vehicle (hit and run) - While stopped at an incident, Amb 76's mirror was struck and broken by another vehicle which left the scene				
Engine 5	06-7-041	10/6/2006	546	B	File
Cause:	While traveling west on Fulton Street, officer observed that hose had fallen off Eng 5, striking a civilian vehicle				
Engine 7	06-7-042	10/6/2006	522	A	File
Cause:	Misjudged clearance - While travelling east on 19th Street, Eng 7 grazed a parked civilian vehicle				
Medic 13	06-7-043	10/12/2006	741	A	File
Cause:	Misjudged clearance - While driving down a street, Medic 13 struck and broke the mirror on a parked civilian vehicle				
Medic 73	06-7-044	10/14/2006	740	B	File
Cause:	Struck by vehicle (hit and run) - While parked, Medic 73 was struck by a civilian vehicle which fled the scene				
Medic 29	06-7-045	10/17/2006	742	A	File
Cause:	Driver inattention - While maneuvering around a large vehicle, Medic 29 struck an oncoming vehicle				
Airport	06-7-046	10/17/2006	61	B	File
Cause:	Mechanical failure - While moving a trailer, tow hitch malfunctioned, and trailer disconnected and damaged the vehicle				



Truck 15                      06-7-047              10/20/2006              622              A                      File

Cause:              Driver inattention - Driver of Trk 15 did not pull far enough forward before making right turn, causing trailer section of Trk 15 to strike stopped vehicle

*Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.*

*Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.*

*Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.*

President Conroy directed that the report be accepted and incorporated in the minutes of today's meeting.

## **9.      ADJOURNMENT**

President Conroy adjourned the meeting on behalf of the Commission in appreciation of the members of the Department and for what they do.

There being no further business to come before the Commission, the meeting was adjourned at 8:45 p.m.

Tania Bauer  
Secretary



# San Francisco Fire Department

## Grant and Gift Administration

### Grant Process

#### Research Grants

- Publications
- Websites
- Internal communication

#### Identify Grants

- Analyze grant programs
- Proposed grants are presented to the Chief of Department and Command Staff
- Deputy Chief of Administration assigns uniform personnel as subject matter experts to assist Grant Administrator draft justification

# Application Process

June Waechtler, Grant Writer &  
Administrator

- Compiles information
- Drafts application
- Command staff reviews and forwards recommendation to Chief of Department
- Submits grant application on-line
- Monitors grant award status

# Grant Award

Website notification of award

- Project description
- Grantee concurrence to terms and conditions
- Period of performance
- Amount awarded
- Official contacts for program

Fire Commission

- Resolution to accept grant

Mayor's Budget Office for approval

Board of Supervisors

- Accept and Expend Resolution



# Grant Administration

## Administrative Process

- Identify personnel to manage program
- Adhere to guidelines of grant
- Acquisition of equipment/supplies
- Prepare performance reports per the governance of the grant program

# Close out of Grant

## Administrative Process

- Financial reconciliation of acquisitions
- Inventory documentation
- Final Financial Report
- Final Performance Report

## Grant Program Audits

- Financial
- Equipment inventory
- Retention of documents

## Grants Awarded to SFFD

- FEMA Fire Prevention & Safety Grant 2001/02 (\$63,475)
  - Juvenile Firesetters Program
- California Community Emergency Response Team Grant 2002/03
  - NERT Training Program (\$ 30,682; \$22,211 )
- FEMA Assistance to Firefighters Grant 2002/03 (\$409,633)
  - Acquired 800 MHz portable radios to transfer from CFIS to NFIS
- California Office of Traffic & Safety 2002/04 (\$97,903)
  - Please Abide, Move Aside Public Safety Grant
- FEMA Assistance to Firefighters Grant 2003/04 (\$302,821)
  - SCBA bottles/mobile air compressor/portable auxiliary communication repeater unit
- FEMA Assistance to Firefighters Grant 2004/05
  - Wildland firefighting PPE and equipment (\$398,548)
- Corporation for National and Community Service (CNCS) 2004/05
  - NERT Training for residents 55 and older (\$110,569)
- FEMA Fire Protection and Safety Grant 2005/06
  - Senior Public Ed Grant (\$375,311)

## Grants Awarded by Year

• 2001	\$ 63,475
• 2002	\$472,949
• 2003	\$357,667
• 2004	\$541,751
• 2005	\$375,311
Total	\$1,811,153

# Gifts

## Types of Gifts

- Corporate
- Private

## Governance

- Specific equipment
- Program specific
- General

# Gifts

## Approval Process to Accept

### Fire Commission

- Resolution to accept

### Board of Supervisors

- Resolution to accept

# Gifts

## Administrative Process

- Identify personnel to manage program
- Adhere to guidelines of the gift
- Acquisition of equipment/supplies
- Prepare performance reports per the governance of the gift requirements

# Gifts

## Public Relations

- Press conference
- Equipment demonstration

## Department Website

- Publication of all gifts



## Gifts

### Close Out of Gift

- Prepare final performance report
- Prepare financial report

### Equipment

- Becomes property of SFFD at onset

## Gifts Awarded to SFFD

- Fireman's Fund Insurance Company, 2004 (\$100,000)
  - Acquisition of NERT van and Public Education Supplies
- Johnson & Johnson, 2005 (\$120,000)
  - NERT Program (\$100,000)
  - In-kind medical supplies (\$20,000)
- Fireman's Fund Insurance Company through their *Heritage Program, 2006*
  - Acordia of California (\$37,400)
  - Sweet & Baker Insurance (\$10,000)
  - Gallagher & Tarantino (\$10,000)
- Scoma's Restaurant, 2006
  - Gifted to the Fireboat (\$1,700)

## Gifts Awarded by Year

• 2004	\$100,000
• 2005	\$120,000
• 2006 to date:	\$ 59,100
Total	\$279,100

## Summary

### Grants

#### Governance:

- Generally set requirements

#### Approval Process:

- Fire Commission
- Mayors Budget Office approval
- Bd of Sups accept & expend approval

#### Equipment:

- Grant property for duration of program duration

### Gifts

#### Governance:

- Generally minimal

#### Approval Process

- Fire Commission
- Bd of Sups accept

#### Equipment:

- Immediate Department property

**FIRE COMMISSION SPECIAL MEETING****Monday, December 11, 2006 - 5:30 PM**

698 Second Street, Room 102, San Francisco, CA 94107

**AGENDA**

DOCUMENTS DEPT.

Item No.

**1. ROLL CALL**

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President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	George Lau
Commissioner	Victor Makras

**2. CASE NO. 06 - 6: HEARING ON VERIFIED COMPLAINT FILED BY CHIEF OF DEPARTMENT, INCLUDING POSSIBLE DELIBERATIONS, OR OTHER ACTION ON CHARGES [Action item]** (Continued from 10/16/06, 10/17/06, 10/23/06, 10/24/06, 12/4/06 and 12/05/06)

On June 30, 2006, Chief of Department Joanne Hayes-White filed a verified complaint with the Commission, charging Firefighter Bela Carreira with misconduct and violation of Department Rules and Regulations as follows:

- Section 3920 – Violence
- Section 3922 – Acts Detrimental to Welfare of Department
- Section 3911 – Altercations
- Section 3935 – False Reports and False Testimony

**a. Public comment on Special Meeting Agenda Item and possible Closed Session**

Members of the public may comment on Agenda items that are scheduled for discussion or action [Government Code §54954.3(a), Administrative Code §67.15(b)]

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

**b. Votes on closed session:**

- (1) Whether to hold the hearing on the complaint in closed session **[Action]**
- (2) Whether to conduct deliberations in closed session **[Action]**





**c. Hearing and Deliberations**

- (1) Hearing on charges (in open or closed session, per the Commission's vote)
- (2) Deliberations and action on charges (in open or closed session, per the Commission's vote)  
*[Discussion and Possible Action]*

**d. If closed session is held, reconvene in open session**

- (1) Report any action taken in closed session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4)
- (2) Vote to elect whether to disclose any or all closed session discussions ***[Action]***

**3. ADJOURNMENT**



# SAN FRANCISCO FIRE COMMISSION



## MINUTES OF THE FIRE COMMISSION SPECIAL MEETING

Monday, December 11, 2006 - 5:30 PM

698 Second Street, Room 102, San Francisco, CA 94107

Item No.

1. **On ROLL CALL**, the following were present:

President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	George Lau
Commissioner	Victor Makras

Commissioner Clarke (notified absence)

DOCUMENTS DEPT.

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### Also present

Marie Blits, Deputy City Attorney, Counsel to the Commission  
Tania Bauer, Commission Secretary

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2. **CASE NO. 04-16: COMMISSION DELIBERATIONS ON VERIFIED COMPLAINT FILED BY CHIEF OF DEPARTMENT** (Continued from Meeting of 12/5/06 in Closed Session) **[Action]**

On June 30, 2006, Chief of Department Joanne Hayes-White filed a verified complaint with the Commission, charging Firefighter Bela Carreira with misconduct and violation of Department Rules and Regulations as follows:

Section 3920 – Violence  
Section 3922 – Acts Detrimental to Welfare of Department  
Section 3911 – Altercations  
Section 3935 – False Reports and False Testimony

### A. Public Comment on Special Meeting Agenda Item; Possible Closed Session

Members of the public may comment on Agenda items that are scheduled for discussion or action. [Government Code §54954.3(a), Administrative Code §67.15(b)]

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b)

There was no public comment.

### B. Deliberations/Possible Action, Open or Closed Session **[Action]**

Commissioner Lau moved for closed session and Commissioner Nakajo seconded. The motion was unanimously approved (4-0).

The Commission went into Closed Session deliberations at approximately 5:30 PM



Original Article

Effect of a Comprehensive Geriatric Assessment on the Management of Elderly Patients with Hip Fractures: A Randomized Controlled Trial

Background: The purpose of this study was to evaluate the effect of a comprehensive geriatric assessment (CGA) on the management of elderly patients with hip fractures. The CGA was performed by a multidisciplinary team consisting of a geriatrician, a nurse, a social worker, and a pharmacist. The CGA assessed the patient's medical, functional, psychological, and social status. The results of the CGA were used to develop a care plan for the patient. The primary outcome was the 30-day mortality rate. The secondary outcomes were the 30-day readmission rate, the 30-day nursing home admission rate, and the 30-day return to the community rate.

Methods: A total of 100 elderly patients with hip fractures were randomized to the CGA group or the control group. The CGA group received a CGA and a care plan. The control group received standard care. The 30-day mortality rate, the 30-day readmission rate, the 30-day nursing home admission rate, and the 30-day return to the community rate were compared between the two groups.

Results: The 30-day mortality rate was significantly lower in the CGA group than in the control group (10% vs 20%,  $p = 0.05$ ). The 30-day readmission rate was significantly lower in the CGA group than in the control group (15% vs 25%,  $p = 0.05$ ). The 30-day nursing home admission rate was significantly lower in the CGA group than in the control group (10% vs 20%,  $p = 0.05$ ). The 30-day return to the community rate was significantly higher in the CGA group than in the control group (70% vs 60%,  $p = 0.05$ ).

Conclusion: A comprehensive geriatric assessment (CGA) significantly reduced the 30-day mortality rate, the 30-day readmission rate, the 30-day nursing home admission rate, and the 30-day return to the community rate in elderly patients with hip fractures.

Keywords: hip fracture, elderly patients, comprehensive geriatric assessment, 30-day mortality rate, 30-day readmission rate, 30-day nursing home admission rate, 30-day return to the community rate.

Introduction: Hip fractures are a common cause of morbidity and mortality in the elderly. The management of elderly patients with hip fractures is complex and requires a multidisciplinary approach. A comprehensive geriatric assessment (CGA) is a multidisciplinary assessment of the patient's medical, functional, psychological, and social status. The results of the CGA are used to develop a care plan for the patient.

The purpose of this study was to evaluate the effect of a comprehensive geriatric assessment (CGA) on the management of elderly patients with hip fractures. The CGA was performed by a multidisciplinary team consisting of a geriatrician, a nurse, a social worker, and a pharmacist. The CGA assessed the patient's medical, functional, psychological, and social status. The results of the CGA were used to develop a care plan for the patient.

The primary outcome was the 30-day mortality rate. The secondary outcomes were the 30-day readmission rate, the 30-day nursing home admission rate, and the 30-day return to the community rate. The results of the study showed that the CGA significantly reduced the 30-day mortality rate, the 30-day readmission rate, the 30-day nursing home admission rate, and the 30-day return to the community rate in elderly patients with hip fractures.



### **C. If Closed Session is held, reconvene in Open Session**

The Commission reconvened in Open Session at 8:05 PM

#### **1. Report on any action taken in Closed Session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4)**

President Conroy announced that the Commission had found Firefighter Carreira guilty of all four Rule violations as charged. The vote was 4-0 (yes: Conroy, Nakajo, Lau, Makras).

As a penalty for the first three Rule violations, 3920 - Violence, 3922 - Acts Detrimental to the Welfare of the Department, and 3911 - Altercations, the Commission suspended Firefighter Carreira for 90 days; for the fourth violation, 3935 - False Reports and False Testimony, the Commission suspended Firefighter Carreira for an additional 30 days. The vote was 3-1 (yes: Conroy, Lau, Nakajo; no: Makras).

President Conroy explained that in determining the penalty, the Commission had taken three votes:

(1) The first vote was on a motion for termination, and it failed. The vote was 2-2 (yes: Makras, Nakajo, no: Conroy, Lau).

(2) The second vote was on a motion for a 90-day suspension for the first three Rule violations and 10-day suspension for the fourth violation, and it failed. The vote was 2-2 (yes: Conroy, Lau; no: Makras, Nakajo)

(3) The third vote was on a motion for 90-day suspension for the first three Rule violations and a 30-day suspension for the fourth violation, and it passed by a vote of 3-1 (yes: Conroy, Lau, Nakajo; no: Makras).

#### **2. Vote to elect whether to disclose any or all discussions held in Closed Session, as specified in San Francisco Administrative Code Section 67.12(a). [Action]**

Commissioner Lau moved not to disclose any discussions held in Closed Session and Commissioner Nakajo seconded. The motion was unanimously approved (4-0).

Prior to adjournment, some of the Commissioners commented on their views of the evidence, including whether the penalty was appropriate.

### **3. ADJOURNMENT**

The meeting was adjourned at 6:05 PM.

Tania Bauer  
Commission Secretary



# SAN FRANCISCO FIRE COMMISSION

## FIRE COMMISSION SPECIAL MEETING

December 14, 2006, 3:00 PM

698 Second Street, Room 221, San Francisco, California 94107

### AGENDA

Item  
No.

DOCUMENTS DEPT.

#### 1. ROLL CALL

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President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	George Lau
Commissioner	Victor Makras

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#### 2. COMMISSION DELIBERATIONS *[DISCUSSION AND POSSIBLE ACTION ITEM]*

The Fire Commission will meet in closed session to consider the medical separation of Firefighter Holly Wipfler

##### a. Public comment on Special Meeting Agenda Item and possible Closed Session

Members of the public may comment on agenda items that are scheduled for discussion or action [Government Code §54954.3(a), Administrative Code §67.15(b)]

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

##### b. Vote on closed session

(2) Whether to conduct deliberations in closed session *[Action]*

##### c. Deliberations

(2) Deliberations and possible approval of separation or other action *[Discussion and Possible Action]*

##### d. If closed session is held, reconvene in open session

(1) Report any action taken in closed session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4)

(2) Vote to elect whether to disclose any or all closed session discussions *[Action]*

#### 3. ADJOURNMENT





# SAN FRANCISCO FIRE COMMISSION



## MINUTES OF THE FIRE COMMISSION SPECIAL MEETING

December 14, 2006, 3:00 PM

698 Second Street, Room 221, San Francisco, California 94107

The meeting was called to order by President Conroy at 3:10 PM.

### 1. On ROLL CALL, the following were present:

President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	George Lau
Commissioner	Victor Makras

Commissioner Clarke was excused.

### Also present

Office of the City Attorney

Gina Roccanova, Deputy City Attorney

Dorji Roberts, Deputy City Attorney

### Fire Commission

Marie Blits, Deputy City Attorney, Counsel to the Commission

Tania Bauer, Commission Secretary

### San Francisco Fire Department

Gary Massetani, Deputy Chief, administration

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### 2. COMMISSION DELIBERATIONS [*Discussion and possible Action*]

The Fire Commission will meet in closed session to consider the medical separation of Firefighter Holly Wipfler

#### a. Public comment on Special Meeting Agenda Item and possible Closed Session

Members of the public may comment on agenda items that are scheduled for discussion or action [Government Code §54954.3(a), Administrative Code §67.15(b)]

There was no public comment.

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

#### b. Vote on Closed Session

(2) Whether to conduct deliberations in closed session [*Action*]

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Commissioner Nakajo moved for closed session and Commissioner Lau seconded. The motion was unanimously approved (4-0).

The Commission went into closed session at 3:15 PM.

**c. Deliberations**

(2) Deliberations and possible approval of separation or other action *[Discussion and Possible Action]*

**d. If Closed Session is held, reconvene in Open Session**

The Commission Reconvened in open session 4:15 PM.

(1) Report any action taken in closed session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4)

Commissioner Conroy reported that the Commission approved the medical termination of Holly Wipfler and separated her from her position in the San Francisco Fire Department.

Commissioner Conroy requested Deputy City Attorney Roccanova to prepare Findings of Fact.

(2) Vote to elect whether to disclose any or all closed session discussions ***[Action]***

Commissioner Nakajo moved not to disclose on any discussions in closed session and Commissioner Lau seconded. The motion was unanimously approved (4-1).

**3. ADJOURNMENT**

The meeting was adjourned at 4:20 PM





# SAN FRANCISCO FIRE COMMISSION

## FIRE COMMISSION SPECIAL MEETING

Thursday, December 14, 2006 - 4:00 PM

698 Second Street, Room 102, San Francisco, CA 94107

### AGENDA

DOCUMENTS DEPT.

Item No.

#### 1. ROLL CALL

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President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	George Lau
Commissioner	Victor Makras

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#### 2. CASE NO. 06-8: COMMISSION DELIBERATIONS ON VERIFIED COMPLAINT FILED BY CHIEF OF DEPARTMENT *[Action]*

On August 11, 2006, Chief of Department Joanne Hayes-White filed a verified complaint with the Commission, charging Firefighter/Paramedic Pablo Siguenza with misconduct and violation of Department Rules and Regulations as follows:

- Section 3915 - Proper Behavior
- Section 3922 - Acts Detrimental to the Welfare of the Department
- Section 3911 - Altercations
- Section 3920 - Violence
- Section 3919 - Unacceptable Language

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

##### a. Public Comment on Special Meeting Agenda Item; Possible Closed Session

Members of the public may comment on Agenda items that are scheduled for discussion or action. [Government Code §54954.3(a), Administrative Code §67.15(b)]

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b)

1. Public Comment on Agenda Item No. 2, including *[if there is a motion or request to go into Closed Session]* public comment on whether to go into Closed Session.

2. *If there has been a motion or request to go into Closed Session:* Vote on whether to hold Closed Session. *[Action]*

##### b. Deliberations/Possible Action, Open or Closed Session

1. Deliberations, and possible action on Suspension Appeal *[Action]*



**c. If Closed Session is held, reconvene in Open Session**

1. Report on any action taken in Closed Session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4)
2. Vote to elect whether to disclose any or all discussions held in Closed Session, as specified in San Francisco Administrative Code Section 67.12(a). **[Action Item]**

**3. ADJOURNMENT**





# SAN FRANCISCO FIRE COMMISSION

## MINUTES OF THE FIRE COMMISSION SPECIAL MEETING

Thursday, December 14, 2006 - 4:00 PM

698 Second Street, Room 102, San Francisco, CA 94107

The meeting was called to order by President Conroy at 5:25 PM

**1. On ROLL CALL, the following were present:**

President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	George Lau
Commissioner	Victor Makras

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**Also present**

Marie Blits, deputy City Attorney, Counsel to the Commission  
Tania Bauer, Commission Secretary

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**2. CASE NO. 06-8: COMMISSON DELIBERATIONS ON VERIFIED COMPLAINT FILED BY CHIEF OF DEPARTMENT [Action]**

On August 11, 2006, Chief of Department Joanne Hayes-White filed a verified complaint with the Commission, charging Firefighter/Paramedic Pablo Siguenza with misconduct and violation of Department Rules and Regulations as follows:

- Section 3915 - Proper Behavior
- Section 3922 - Acts Detrimental to the Welfare of the Department
- Section 3911 - Altercations
- Section 3920 - Violence
- Section 3919 - Unacceptable Language

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

**a. Public Comment on Special Meeting Agenda Item; Possible Closed Session**

Members of the public may comment on Agenda items that are scheduled for discussion or action. [Government Code §54954.3(a), Administrative Code §67.15(b)]

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b)

1. Public Comment on Agenda Item No. 2, including *if there is a motion or request to go into Closed Session* public comment on whether to go into Closed Session.

There was no public comment.

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2. *If there has been a motion or request to go into Closed Session:* Vote on whether to hold Closed Session. **[Action]**

Commissioner Makras moved for a closed session and Commissioner Clarke seconded. The motion was unanimously approved (5-1). The Commission went into closed session deliberations at 5:30 PM.

**b. Deliberations/Possible Action, Open or Closed Session**

1. Deliberations, and possible action on Suspension Appeal **[Action]**

**c. If Closed Session is held, reconvene in Open Session**

The Commission reconvened in open session at 5:50 PM.

1. Report on any action taken in Closed Session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4)

President Conroy reported that the Commission decided by a vote of 5-0 that FF/PM Siguenza was guilty of all charges. The Commission decided by an unanimous vote (5-0) that the appropriate penalty for these violation should be a 30-day suspension, with the provision that the suspension can be served over a period of six months in no more than three intervals.

President Conroy requested that Counsel for the Department prepare Findings of Fact and provide them to opposing counsel and to the Commission.

2. Vote to elect whether to disclose any or all discussions held in Closed Session, as specified in San Francisco Administrative Code Section 67.12(a). **[Action Item]**

Commissioner Lau moved not to disclose any discussions held in closed session and Commissioner Nakajo seconded. The Motion was unanimously approved (5-1)

**3. ADJOURNMENT**

The meeting was adjourned at 6:05 PM.

Tania Bauer  
Secretary

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Acceptance for mailing at special rate of postage provided for in Act of October 3, 1917.  
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### ORIGINAL ARTICLES

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DR. J. H. HARRIS, JR., CHICAGO, ILL.

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DR. J. H. HARRIS, JR., CHICAGO, ILL.

THE PHYSICIAN'S RESPONSIBILITY IN THE PRESENT DAY  
DR. J. H. HARRIS, JR., CHICAGO, ILL.

THE PHYSICIAN'S RESPONSIBILITY IN THE PRESENT DAY  
DR. J. H. HARRIS, JR., CHICAGO, ILL.

THE PHYSICIAN'S RESPONSIBILITY IN THE PRESENT DAY  
DR. J. H. HARRIS, JR., CHICAGO, ILL.

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# FIRE COMMISSION

City and County of San Francisco  
Gavin Newsom, Mayor



Paul A. Conroy, *President*  
Stephen A. Nakajo, *Vice President*  
Clementine Clarke, *Commissioner*  
George Lau, *Commissioner*  
Victor Makras, *Commissioner*

698 Second Street  
San Francisco, CA 94107  
Telephone 415.558.3451  
Fax 415.558.3413  
Tania Bauer, *Secretary*  
No. 06-53

**FIRE COMMISSION REGULAR MEETING**  
Thursday – December 14, 2006 – 6:00 p.m.  
698 Second Street, Room 102, San Francisco, CA 94107

## AGENDA

Item No.

### 1. ROLL CALL

President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	George Lau
Commissioner	Victor Makras
Chief of Department	Joanne Hayes-White

### 2. PUBLIC COMMENT

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. Commissioners are not to enter into debate or discussion with a speaker. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

### 3. APPROVAL OF THE MINUTES *[Action]*

Regular Meeting of November 21, 2006, and Special Meeting of November 21, 2006 (4:00 p.m.).

*Action to be taken: Approval of the minutes*

### 4. COMMUNICATIONS RECEIVED BY COMMISSION *[Discussion]* (November 15, 2006, through December 7, 2006)

#### COMMUNICATIONS ADDRESSED DIRECTLY TO THE COMMISSION

1. From Brodbine, praising San Francisco Fire Department's NERT training program and pointing out its importance in the event of a disaster. Copy: Commissioners, Chief of Department and Deputy Chief, Administration.

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**San Francisco Fire Commission**  
**NOTICE OF COMMISSION PROCEDURES**

**Commission Office**

The San Francisco Fire Commission Office is located at 698 Second Street, Room 220, San Francisco, CA 94107. The telephone number is (415) 558-3451; the fax number is (415) 558-3413. The web address is [www.sfgov.org/fire\\_comm/](http://www.sfgov.org/fire_comm/). Office hours are from 8:30 a.m. to 5:00 p.m. Monday through Friday.

**Documents for Public Inspection**

Documents referred to in the agenda, if more than one page in length, are available for public inspection and copying at the Commission Office.

**Information on Disability Access<sup>3</sup>**

The Fire Commission regularly meets at Fire Department Headquarters, Room 102, 698 Second Street on the 2<sup>nd</sup> and 4<sup>th</sup> Thursday of the month.

The Fire Commission meeting room is wheelchair accessible. The closest accessible MUNI lines serving this location: 15 Third, 42 Downtown Loop, and N Judah (Second and King). Additional lines serving this location are the 30 Stockton and 45 Union. For more information about MUNI accessible services, call (415) 923-6142.

The following services are available on request 48 hours prior to the meeting: (1) American Sign Language interpreters; (2) use of readers, (3) sound enhancement system, and (4) alternative formats of the agenda and minutes. Please contact the Secretary, Fire Commission, at (415) 558-3451 to make arrangements. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

**Policy on use of Cell Phones, Pagers and Similar Sound-Producing Electronic Devices at and During Public Meetings**

The ringing and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

**Know your Rights under the Sunshine Ordinance**

*(Chapter 67 of the San Francisco Administrative Code)*

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance, or to report a violation of the ordinance, or to obtain a free copy of the Sunshine Ordinance, contact Donna Hall, Administrator of the Sunshine Ordinance Task Force, 1 Dr. Canton B. Goodlett Place, Room 409, San Francisco, CA 94 102-4683 at (415) 554-7724, by fax: (415) 554-7854, by e-mail: [Donna.Hall@sfgov.org](mailto:Donna.Hall@sfgov.org) or on the City's website at [www.sfgov.org/bdsupvrs/sunshine](http://www.sfgov.org/bdsupvrs/sunshine).

**San Francisco Lobbyist Ordinance**

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist (SF Campaign & Governmental Conduct Code § 2.100) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the San Francisco Ethics Commission at 30 Van Ness Ave., Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and web site <http://www.sfgov.org/ethics/>.



2. From James Corrigan, concerned about apparatus being out of their first response area and asking the Commission to voice their concern in a response to him since he believes this to be a matter of fire safety: Copy: Commissioners, Chief of Department and Deputy Chief, Operations.
3. From James Corrigan, reporting apparatus out of their first response area and noting that this seems a breakdown in fire department responsibilities to provide the quickest response possible to its citizens in need. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.
4. From Pamela Calabrese asking to meet with someone from the Board of Supervisors in order to provide her with relocation assistance. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.
5. From Jim Beaumont, Ontario, Canada, thanking the Secretary for sending him previous Annual Reports and asking that the FY 2004-05 Annual Report be forwarded to him, when finished, to place in his annual reports archives. Copy: Commissioners.
6. From Luree Miller, staff nurse, Department of Public Health, asking for the City's full on-going support of the NERT program since it is an essential addition to the police, fire and medical teams that will be called to action when a catastrophe hits. Copy: Commissioners, Chief of Department and Deputy Chief, Administration.
7. From James Corrigan reporting an Engine seemingly out of their first response area and asking for an explanation and a CAD print-out of the incident. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.
8. From "Downtown City Employee", asking why the Department has started to remove Firefighter/Paramedics from the busiest downtown Engines when a Paramedic on an Engine has become the standard nation wide. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.
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placed bicycle locks on the main door. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

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5. From Abby Snay, Executive Director, Jewish Vocational Service (JVS), commending the Physician's Office and Barbara Morino for their work in providing necessary work skills for employment and social skills for life to JVS interns in a positive environment. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

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7. From Keith Richter, Fire Chief, Contra Costa County Fire Protection District, thanking Firefighter Collier, who was off-duty, for his quick thinking and selfless actions in extinguishing a fire and closing doors to prevent further smoke damage to the residence. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

**5. PERSONAL SERVICES CONTRACT – (UC REGENTS) [Action]**  
(Cont'd from Meetings of 11-09-06 and 11-21-06)

Submitting for review and approval a proposed personal services contract in the amount of \$492,876 from the Regents of the University of California – San Francisco, to provide a physician for the position of Emergency Medical Services (EMS) Medical Director. The term of the contract will be for two years, with options for extension. UC Regents is a sole source vendor to the City and County of San Francisco for the provision of EMS Medical Director to the Fire Department.

*Action to be taken: Approval of proposed personal services contract*

**6. PROPOSED FY 2007-2008 CAPITAL BUDGET [Discussion and possible Action]**

Gary P. Massetani, Deputy Chief, Administration, and Julia Dawson, Chief Financial Officer

*Action to be taken: Approval of proposed FY 2007-2008 Capital Budget*



## 7. CHIEF OF DEPARTMENT'S REPORT [Discussion]

### REPORT FROM CHIEF OF DEPARTMENT

Report from Chief of Department Joanne Hayes-White on current issues, activities and events, including discussion of the current budget, updates on Divisions within the Department, including Administration, Operations, and EMS Reconfiguration.

### REPORT FROM OPERATIONS

Richard E. Kochevar, Deputy Chief, Operations, reporting on overall operations during the period November 8, 2006 through December 12, 2006, and a report from the Emergency Medical Services Division regarding EMS Division activities.

### REPORT ON SURVEY OF HEADQUARTERS-TO-FIELD PERSONNEL RATIO

### REPORT ON REQUIREMENTS FOR ANY ADDITIONAL EQUIPMENT AND PERSONNEL REQUIRED FOR DEPARTMENT'S OPTIMUM RESPONSE ON A DAILY BASIS AND IN THE EVENT OF A MAJOR INCIDENT

### REPORT ON STATUS OF UPDATING OF DEPARTMENT RULES AND REGULATIONS

### PERSONNEL REPORTS

#### a. Division of Training

Submitting monthly report from Division of Training concerning activities performed during November 2006.

#### b. Physician's Report

Submitting biweekly report of Fire Department Physician concerning disability injuries, November 4 through November 17, 2006.

#### c. Appointments

Reporting the following PERMANENT appointment effective *NOVEMBER 2, 2006*:

*1630 Account Clerk*

Guiseppe Boscolo

#### d. Retirements

Communications received from Retirement Board indicating the following members have retired:

<i>Name</i>	<i>Rank</i>	<i>Type</i>	<i>Retirement Date</i>
Lopez, Robert D.	H20 Lieutenant	Service	Nov. 15, 2006
Russo, Donald	H20 Lieutenant	Service	Nov. 18, 2006
Bailon, Thomas R.	H2 Firefighter	Service	Nov. 01, 2006
Bassett, Robert C.	H2 Firefighter	Service	Nov. 01, 2006
Duensing, James C.	H2 Firefighter	Service	Nov. 18, 2006

*(Retirement Certificates will be presented at Fire Commission Meeting of January 25, 2007)*

#### e. Suspension

Reporting the following suspension:

<i>No./Rank of Members</i>	<i>Unit</i>	<i>Days Suspended</i>	<i>Dates</i>	<i>Violation of</i>
1 H2 Firefighter	Airport	4	12-16-06 12-17-06 12-19-06 12-20-06	Sec. 3926 (Tardiness & Failure to Report) Sec. 3905 (Unfamiliarity with Rules)

f. Military Leave

Reporting approval of application from one member for Military Leave of Absence with pay, in order to comply with Military Orders received from his commanding officer:

<i>Name</i>	<i>Rank</i>	<i>Dates</i>	<i>Days</i>	<i>Military Organization</i>	<i>Purpose</i>
Caulder, Leonard MSGT	H3 FF/PM	11-27-06 thru 12-09-06	13	US Air Force Res. Dobbins ARB, GA/ Tyndall AFB, FL	Attend Active Duty Training

### ACCIDENT REPORTS

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	<i>Accident No.</i>	<i>Accident Date</i>	<i>Serial No.</i>	<i>Category</i>	<i>Recommendation</i>
Medic 21	06-7-048	10/25/2006	722	B	Bill
Cause: Struck by vehicle - While completely stopped, Medic 21 was struck by a passing truck					
Truck 13	06-7-049	10/26/2006	621	A	File
Cause: Misjudged clearance by driver and tiller - While responding with red lights and siren through a narrow area, Trk 13 struck a couple of park benches					
Rescue 1	06-7-050	10/27/2006	861	C	File
Cause: Misjudged clearance - While responding with red lights and siren, and passing a civilian vehicle, Res 1 grazed side of the vehicle					
Airport	06-7-051	10/28/2006	0	A	File
Cause: Misjudged clearance - While responding with red lights and siren, Res 93 grazed a cement post while trying to squeeze through a narrow space					
EMS RC 4	06-7-052	10/28/2006	919	A	File
Cause: Misjudged clearance - While responding with red lights and siren, and pulling over to allow an opposing vehicle to pass, RC 4 struck a parked civilian vehicle					

Truck 19	06-7-053	10/28/2006	612	B	Bill
Cause:	Truck 19 struck a vehicle that was making an illegal left turn from the adjacent lane				
Engine 17	06-7-055	11/3/2006	544	A	File
Cause:	Misjudged clearance - While turning left into a parking lot, Eng 17 sideswiped a wall				
Engine 11	06-7-056	11/8/2006	545	A	File
Cause:	Misjudged clearance - While responding with red lights and siren, and turning left, Eng 11 struck a civilian vehicle				
Truck 2	06-7-057	11/9/2006	619	A	File
Cause:	Driving skill deficiency (tiller training) - During driver training, tiller of Trk 2 drifted into a parked civilian vehicle				
Medic 38	06-7-058	11/10/2006	744	A	File
Cause:	Misjudged clearance - While responding with red lights and siren and attempting to drive between two double-parked trucks, Medic 38 struck the mirror of one of the trucks				
Truck 15	06-7-059	11/12/2006	622	A	File
Cause:	Tiller inattention - While turning right, tiller of Trk 15 swung trailer into stopped vehicle in adjacent lane				

*Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.*

*Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.*

*Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.*

## 8. ADJOURNMENT

The first part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that proper record-keeping is essential for the integrity of the financial system and for the ability to detect and prevent fraud.

In the second part, the document outlines the various methods used to collect and analyze data. It describes the use of statistical techniques to identify trends and patterns in the data, and the importance of using reliable sources of information.

The third part of the document focuses on the role of the auditor in the financial system. It discusses the responsibilities of the auditor to provide an independent and objective assessment of the financial statements, and the importance of maintaining the highest standards of professional conduct.

In the fourth part, the document discusses the challenges faced by the financial system in the current environment. It highlights the need for continued innovation and improvement in the way financial data is collected, analyzed, and reported.

The fifth part of the document provides a summary of the key findings and conclusions of the study. It emphasizes the need for continued vigilance and cooperation among all stakeholders in the financial system to ensure its integrity and stability.

The document concludes by reiterating the importance of maintaining accurate records and the role of the auditor in the financial system. It calls for continued efforts to improve the quality and reliability of financial data and to ensure the highest standards of professional conduct.

The document is a comprehensive overview of the financial system and the challenges it faces. It provides a clear and concise summary of the key findings and conclusions of the study, and it calls for continued efforts to improve the quality and reliability of financial data and to ensure the highest standards of professional conduct.

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**FIRE COMMISSION**  
City and County of San Francisco  
Gavin Newsom, Mayor



Paul A. Conroy, *President*  
Stephen A. Nakajo, *Vice President*  
Clementine Clarke, *Commissioner*  
George Lau, *Commissioner*  
Victor Makras, *Commissioner*

698 Second Street  
San Francisco, CA 94107  
Telephone 415.558.3451  
Fax 415.558.3413  
Tania Bauer, *Secretary*

No. 06-53

**MINUTES OF THE FIRE COMMISSION**

**Regular Meeting – Thursday – December 14, 2006 – 6:00 p.m.**  
698 Second Street, Room 102, San Francisco, CA 94107

The meeting was called to order by President Conroy at 6:10 p.m.

Item No.

1. **ON ROLL CALL**, the following were noted present:

President Paul A. Conroy  
Vice President Stephen A. Nakajo  
Commissioner Clem Clarke  
Commissioner George Lau  
Commissioner Victor Makras

Joanne M. Hayes-White  
Richard E. Kochevar  
Gary P. Massetani

Chief of Department  
Deputy Chief, Operations  
Deputy Chief, Administration

Assistant Deputy Chiefs – Staff:

Peter Howes  
Barbara A. Schultheis  
Lorrie A. Kalos  
Thomas A. Siragusa  
Robert Navarro

Division of Emergency Medical Services  
Division of Fire Prevention and Investigation  
Division of Support Services  
Division of Training  
Division of Homeland Security

Chief Officers – Firefighting Services:

Johnny R. Lo  
Aaron C. Stevenson

Division 2  
Division 3

EMS Officers:

Karl Sporer, M.D.  
James M. Fazackerley

SFFD Medical Director  
Section Chief, Operations

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## 2. PUBLIC COMMENT

*John Hanley*, President, San Francisco Firefighters Local 798, requested that the Commission address maintenance of firehouses as a separate agenda item at an upcoming meeting. He also wished to know if the issue of extended warranty for the 10 American La France engines had been addressed. Lastly, he wished to know if there was any further information forthcoming regarding the H30 Captain test since his membership was concerned and asking questions.

*John Darmanin*, referred to an incident which happened when he was in training in an off-duty capacity and was subjected to a verbal attack by a Captain of the Department. Mr. Darmanin believes that since the training had been approved by the Department, that there should be an investigation of the incident.

## 3. APPROVAL OF THE MINUTES [Action]

Regular Meeting of November 21, 2006, and Special Meeting of November 21, 2006 (4:00 p.m.).

### PUBLIC COMMENT

*John Darmanin* complained that the minutes did not reflect his statements in depth regarding an off-duty incident which he had brought before the Commission. He hoped that the Commission will provide more specific information in the future and this, in turn, necessitates him to provide 150-word public comment statements which must be attached to the Minutes. He reiterated his concern that the correspondence listed in the Communications addressed to the Commission was selective and did not include emails.

Chief Hayes-White had a number of minor corrections to the Minutes of the November 21, 2007, minutes

Commissioner Makras requested that the Open Session transcript from the December 11, 2006, Special Meeting on Commission Deliberations, Fire Commission case No.06 -9, be incorporated as part of the administrative file and become a part of the final transcript of the case.

Commissioner Makras moved and Commissioner Lau seconded. The minutes were approved as amended by a vote of 5-0. (Commissioners Conroy, Nakajo, Clarke, Lau, Makras)

## 4. COMMUNICATIONS RECEIVED BY COMMISSION [Discussion] (November 15, 2006, through December 7, 2006)

### COMMUNICATIONS ADDRESSED DIRECTLY TO THE COMMISSION

1. From Brodbine, praising San Francisco Fire Department's NERT training program and pointing out its importance in the event of a disaster. Copy: Commissioners, Chief of Department and Deputy Chief, Administration.
2. From James Corrigan, who believes that apparatus was out of its first response area and asking the Commission to voice its concern in a response to him since he believes this to be a matter of fire safety: Copy: Commissioners, Chief of Department and Deputy Chief, Operations.
3. From James Corrigan, reporting apparatus out of its first response area and noting that this seems to be a breakdown in fire department responsibilities to provide the

quickest response possible to its citizens in need. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

4. From Pamela Calabrese asking to meet with someone from the Board of Supervisors in order to provide her with relocation assistance. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.
5. From Jim Beaumont, Ontario, Canada, thanking the Secretary for sending him previous Annual Reports and asking that the FY 2004-05 Annual Report be forwarded to him, when finished, to place in his annual reports archives. Copy: Commissioners.
6. From Luree Miller, staff nurse, Department of Public Health, asking for the City's full on-going support of the NERT program since it is an essential addition to the police, fire and medical teams that will be called to action when a catastrophe hits. Copy: Commissioners, Chief of Department and Deputy Chief, Administration.
7. From James Corrigan reporting an Engine seemingly out of its first response area and asking for an explanation and a CAD print-out of the incident. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.
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There was no public comment.

**5. PERSONAL SERVICES CONTRACT – (UC REGENTS) [Action]**  
(Cont'd from Meetings of 11-09-06 and 11-21-06)

Submitting for review and approval a proposed personal services contract in the amount of **\$650,000** from the Regents of the University of California – San Francisco, to provide a physician for the position of Emergency Medical Services (EMS) Medical Director. The term of the contract will be for two years, with options for extension. UC Regents is a sole source vendor to the City and County of San Francisco for the provision of EMS Medical Director to the Fire Department

Gary Massetani, Deputy Chief, Administration, explained that there has been an addition to the contract, which encompassed the cost of providing the services of an emergency physician to the Department of Emergency Management Services, in the amount of \$110,000. The total amount of the amended contract was \$630,000.

Discussion ensued with Commissioners asking questions and Chief Massetani and staff responding.

Commissioner Lau wished to confirm that even if the total amount of the contract had increased, the amount that the Department was responsible for remained at approximately \$500,000, which had been previously discussed and should not have changed. Chief Massetani confirmed that the amount was actually \$520,000.

Commissioner Makras wished to know how the Department was planning to handle the contract, that is, would it be an expense of \$650,000 with an income of \$110,000. Chief

Massetani responded that on the Department's budget, EMD's share would reflect as a work order of \$110,000 and that amount would be forwarded to UCSF.

#### PUBLIC COMMENT

John Darmanin, referring to the amendment noted on the front of the agenda, did not believe that it followed the requirements of the Sunshine Ordinance in posting material at least 72 hours before a meeting since it was a substantive change.

Dorji Roberts, Deputy City Attorney, responded that the amendment reflects the additional monies which the Department of Emergency Management (DEM) would be work ordering. The initial amount for which the Fire Department is responsible remains the same. He reiterated that the Commission is only approving the monies to be expended by the Department under this contract. The Department of Emergency Management needs to approve the monies and work order them to the Fire Department. If DEM does not go through the process, no additional funds would be spent beyond those reflected in the appendix of the contract, that is, the Fire Department's 0.8 FTE for Dr. Sporer. Nothing in the contract has changed other than the addition of DEM's portion. The contract provides for DEM the opportunity to piggyback on this contract instead of formulating its own. The Commission would only be approving the Fire Department's portion and not approving monies on behalf of another department.

Commissioner Makras wished to know if the contract was time-sensitive and that, perhaps, it could be approved at the next meeting since there seemed to be a considerable change in the total amount of the contract and members of the public may not be able to work out the details.

Chief Massetani responded that the contract was time-sensitive and needed to be implemented on January 1, 2007 and that the next Commission meeting would be in January.

The Commission agreed to move forward with the contract. Commissioner Makras wished the record to reflect that due to the compelling nature of the contract, he did not believe that the public has been prejudiced. This item has appeared on the calendar twice, with copies of the contract available from the Secretary, and the \$110,000 from the Department of Emergency Medicine has been fully discussed at this meeting and will be reflected in the Minutes.

Commissioner Lau moved and Commissioner Makras seconded. There were no further questions or discussion and the proposed personal services contract was approved on recommendation of Chief of Department by a vote of 5-0 (Commissioners Conroy, Nakajo, Clarke, Lau, Makras).

#### 6. PROPOSED FY 2007-2008 CAPITAL BUDGET *[Discussion and possible Action]*

Gary P. Massetani, Deputy Chief, Administration, and Julia Dawson, Chief Financial Officer

Julia Dawson proceeded with the presentation. She explained the capital budget process and stated that its submittal was the first part of the new fiscal year planning process. First, the Department was asked to review proposed enhancement projects to the 10-year capital plan. Second, the Department was asked to update information that had previously been loaded into the facility renewal modeling system. The next step is for the Department to develop and submit its capital budget request to the Capital Planning Office by January 17, 2007. According to the Mayor's Budget instructions, all enhancements and repairs must have been submitted to the capital planning group this fall in order to be considered for budget enhancements in the coming year.



Ms. Dawson noted that in FY 2006-07, the Department received \$1.9 million for AWSS (Auxiliary Water Supply System) maintenance and \$250,000 to complete a study to estimate the costs for a bond measure to be issued in FY2009-10 to repair the existing system, \$400,000 for facility maintenance, \$125,735 for Underground Storage Tank monitoring, and \$250,000 for generator replacements.

Ms. Dawson pointed out that the Department had reviewed cost estimates this fall, prepared by DPW for proposed enhancement projects, such as the seismic retrofit and repair of Station 35, Pier 22<sup>1/2</sup>, the proposed AWSS bond, the new Mission Bay Fire Station, and interim repairs to the current training facility while the Department continues to use the Treasure Island facility. Deferred projects include (1) the renovation of Old Station 16, (2) the relocation, expansion, and consolidation of the Department's training facility, (3) a new fire station for the Hunter's Point area, and (4) a replacement for Fire Station 1 in the Mission Street corridor. These projects are considered deferred because they are known projects that are not currently included in the City's ten year capital plan.

Furthermore, the Department has also continued to work on the "unmet need" to renew the condition of its current facilities. According to the information that the Department has submitted to date to the City's facility renewal modeling system, there are \$31 million dollars of facility renewal needs, \$22 million of which are renewal needs that were not done according to the industry standard for such building system replacements. The Department has worked to distribute the facility renewal information across the next five fiscal years, resulting in estimated expenditures of \$8.4 million in FY 2007-08. Given the significant needs of the suppression facilities, the summary assumes that any AWSS facility needs, other than emergency maintenance, will be performed with bond proceeds in outlying years.

In closing, Ms Dawson acknowledged that based on the projected projects included in the capital plan and the facilities renewal needs, the Department is proposing the following capital budget projects for FY 2007-08: (1) Station 35 - \$4,500,000 (previous summaries showed \$1,000,000 being spent in FY 2006-07. It is uncertain whether the Department will have adequate funding from its facilities bonds to start any significant work before the beginning of the new fiscal year); (2) Fire Protection AWSS Upgrade - \$500,000; (3) New Mission Bay Fire Station - \$10,976,000; (4) AWSS Maintenance - \$1,900,000; and (5) Facilities Maintenance - \$1,000,000 (which includes UST monitoring, generator replacement, and 10% increase in facilities maintenance funds).

Ms. Dawson also pointed to some deferred projects which are not included in the City's 10-year Capital Plan: (1) Old Station 16 - \$4,130,000; (2) SFFD new Training Facility - \$68,414,000; (3) Hunters Point Fire Station - \$17,959,000; and (4) Fire Station 1 Replacement - \$18,985,000. The total cost for the deferred projects is \$109,488,000.

In closing, Ms. Dawson explained that the challenge for the Department is that it faces a great amount of renewal needs and, by far, not enough funding to cover them. She added that this was actually a city-wide problem and there are many competing needs. Ms. Dawson asked the Commission to review the material she had submitted and asked the Commission's input on any of the projects before the next meeting, when further and more detailed discussion could take place.

Discussion ensued with Commissioners asking questions and Ms. Dawson and Chief Massetani responding.

Commissioner Makras wished to know the size of Station 35. After Chief Massetani responded that it was approximately 3,000 square feet, Commissioner Makras asked if the Department was

really contemplating a \$1,000-a-square foot renovation and if alternate sites had been considered. Chief Massetani responded the high cost of renovation was due to improvements in infrastructure with the concern that the seawall along the Embarcadero was going to fail. No alternate sites had been considered.

Commissioner Nakajo wished clarification on the cost of facility renewal. He understood that it was \$31 million of the next five years. Ms. Dawson explained that of the \$31million, a back log of \$21 million exists of un-done repairs. Commissioner Nakajo wondered how the Department could accomplish the maintenance when it has been told that the facilities maintenance budget will only increase to \$440,000 for the year.

Chief Hayes-White wished to add that the amount allocated to the facilities maintenance budget has been very frustrating for the Department since it is woefully under-funded. If the Department's budget of \$400,000 is divided by its 60+ facilities, the yearly amount only equates to \$5,000 per facility. A recent boiler replacement at Station 7 cost \$75,000 and both Stations 1 and 6 need their boilers replaced. She believes that this may reach crisis proportions and the Department is doing due diligence in describing this condition to the Board of Supervisors and the Mayor's Budget Office.

Commissioner Conroy wished to know if the fireboat is still in place in the same dock and if Engine 35 and its crew are at Station 13. Chief Massetani responded that the fireboat is in place and is ready to respond, as well as Engine 35. Commissioner Conroy also wished to know when Engine 35 was anticipated to be back at Station 35. Chief Massetani indicated that it would not be earlier than a year, since DPW (Department of Public Works) is working with Structural Engineering to develop engineering plans for Phase I and prepare them to go out for bids.

Commissioner Makras asked if the Department planned to bring the engineering plans for review before the Commission, since other options could be explored considering the cost of \$1,000-per-square-foot for the renovation. He believed that rebuilding was far more economical than renovating. He wished to know who the biggest advocate was for renovating. Chief Massetani responded that the Port was promoting the concept, even though the Department wished to build a station 50 yards south of the present location that would far better meet the needs of the Department. He appreciated Commissioner's Makras' interest in a different location for Station 35 and appreciates his support.

Commissioner Makras also wished to know if the Department has a rental agreement with the Port. Chief Massetani responded that it was similar to Station 25's agreement for \$1 per year for 25 years. All maintenance of the properties is to be absorbed by the Department.

*(Note: This item was continued to the meeting of January 11, 2007)*

## **7. CHIEF OF DEPARTMENT'S REPORT [Discussion]**

### **REPORT FROM CHIEF OF DEPARTMENT**

Report from Chief of Department Joanne Hayes-White on current issues, activities and events, including discussion of the current budget, updates on Divisions within the Department, including Administration, Operations, and EMS Reconfiguration.

Chief Hayes-White presented the report.



Performance Measures – On December 7, 2007, Chief Hayes-White met with Supervisor Daly to review performance measures for the Department which he had requested. The meeting went well and she acknowledged the efforts of Chief Massetani and Julia Dawson in preparing her for the presentation.

EMS Reconfiguration – New hires are being matched with retirements, with the Department planning to hire an additional 24 to 30 H3 Level 2 Paramedics to remain in line with the phased implementation of the EMS Reconfiguration.

H30 Captain Examination – The Department administered the report writing component on November 28<sup>th</sup> and will be administering the Human Relations component on December 16<sup>th</sup> and 17<sup>th</sup>. The Department is continuing to work with Dr. Bruce Topp in finding a resolution to the first phase of the examination.

Commissioner Conroy wished some clarification about the examination. He understood that the Department was considering some type of remedy and wondered if this would entail some members retaking the examination. Chief Hayes-White responded that the Department is working with the Department of Human Resources in considering various alternatives and options to a fair and equitable remedy, which will be shortly forthcoming.

#### REPORT FROM OPERATIONS

Richard E. Kochevar, Deputy Chief, Operations, reporting on overall operations during the period November 8, 2006 through December 12, 2006. There had been three Greater Alarms and 23 working fires. The greater alarm fires resulted in: a total loss of \$1,673,000 with (1) \$1,418,000 in property damage; (2) \$125,000 in content damage; (3) \$105,000 in exposure property damage; (4) \$25,000 in exposure content damage; (5) no civilians injured; (6) no firefighters injured; and (7) one person was displaced.

BART Station Drill – on November 19<sup>th</sup> Battalion 2, Engine36/HazMat 1, Rescue 2 and six members of the 95<sup>th</sup> Civil Support Team conducted a drill at the platform level of the Embarcadero BART Station. Members donned Level “A” suits (fully encapsulated suits with self-contained breathing apparatus) and simulated an unknown chemical release response.

OES 248 Strike Team – with one officer and three firefighters was requested on December 4<sup>th</sup> by OES Region 2 to be part of a strike team from Marin County in response to a vegetation fire in Southern California.

Special Operations – activities primarily consisted of attending specialized training, setting up schedules and logistics to send 24 members to the Advanced Technical Search Class at NASA Ames, representing Department at OES State Regional Task Force and continuing to work on development and implementation for air monitoring at emergency scenes.

Fire Prevention and Investigation –normal activities included building inspections, plan review, permit issuance and code enforcement as well as (1) hiring of a 5215 Fire Protection Engineer; (2) start of implementation of the Senior Home Safety Grant Program with presentations given to 400 to 500 seniors about smoke detector installation/home safety evaluations; (3) BFI to start developing better methods of statistical analysis in relation to fire cause; and (4) ongoing fee and personnel study to evaluate staffing levels in an effort to increase staffing and improve BFP efficiency.

In closing, Chief Kochevar noted that an Activity Summary for the Fire Department's operations at the San Francisco International Airport was attached to his report.

#### REPORT ON SURVEY OF HEADQUARTERS-TO-FIELD PERSONNEL RATIO

Chief Massetani referred to a chart which he had distributed to the Commission, regarding ratios of uniformed versus civilian personnel. He noted that the average across the United States, in the ten metropolitan fire departments which were surveyed, was 10% to 15% civilians to the uniformed force. The statistics varied widely across the country with Chicago coming in at 2% (difficult to accept), to 17% in Washington, D.C. but the mean would be at 9%. The San Francisco Fire Department stood at 7.45% and, if it would be possible to staff to the mean, it would entail an additional 20 civilian positions.

#### REPORT ON STATUS OF UPDATING OF DEPARTMENT RULES AND REGULATIONS

Chief Massetani stated that the project to revise the Rules and Regulations was approximately 75% complete. Lieutenant Talmadge, currently the Department's PIO, had been earlier tasked with the project. Since becoming PIO, the project has been on hold. The Department plans to hire an additional H39 Training Captain in the Division of Training whose responsibility will be the oversight and completion of the revision.

#### REPORT ON REQUIREMENTS FOR ANY ADDITIONAL EQUIPMENT AND PERSONNEL REQUIRED FOR DEPARTMENT'S OPTIMUM RESPONSE ON A DAILY BASIS AND IN THE EVENT OF A MAJOR INCIDENT

Chief Massetani informed the Commission that the Department is in the process of analysis and planning for the fiscal year 2008, as well as for the 5-Year Strategic Plan. In his discussions with Chief Hayes-White, both agreed that they would support the reinstatement of Battalion 10, the Incident Support Specialists and, possibly, a third Rescue Squad. More information should be forthcoming as the Department develops the Plan.

Chief Hayes-White added that it is a difficult question for the Department to answer since, optimally, it would be nice to have 20 more Engines and two more fireboats. Realistically speaking, it is difficult to formulate since the Department is being asked to reduce 3% from its General Fund budget. In respect to major incidents, the Department is aware that it can not feasibly staff for such an event and will, therefore, rely on the State's sophisticated system of mutual aid. Normal, day-to-day staffing at 350 FTEs, with some possible modification up or down, is adequate.

Chief Hayes-White noted that since his was the last meeting of 2006, she wished to review some of the major accomplishments. She acknowledged the diligence and dedication of the Commission to the Department and the City they served, as well as the members of the command staff and the members in the field, who come to work each day and fulfill the Department's mission.

Chief Hayes-White recited some of the 2006 accomplishments: (1) a decrease in accidents, (2) a reduction in injuries, and (3) an EMS Reconfiguration which is on track. At this time, she is looking towards 2007 and establishing new goals.

Chief Hayes-White wished to address an issue which had been part of a recent public comment, that is, the Department's involvement in Public Relations and the Media. She noted that the Commission had encouraged her to aggressively seek private funding, as well as grant funding. This necessitates going before the media in order to obtain funding. In the past two to three years, the Department has been the beneficiary of hundreds of thousands of dollars. Most media attention has not been negative except for the 900 Powell Street incident when a firefighter was scrutinized and criticized for a valiant effort to save a life. At a recent press conference at Headquarters, the Department made the effort to publicize the need for a bone marrow transplant for little Harrison Leonardo, son of a firefighter, who is gravely ill and fighting for his life. The Department has been in front of the media much more so recently than in the



past. She believes that this is part of a modern day fire service.

In closing, Chief Hayes-White felt compelled to comment on a disciplinary case on which she had disagreed with the Commission. The Commission, by a three to one decision, reduced Chief Hayes-White's recommendation of termination to 120 day suspension. She had attended six nights of testimony during the trial, reviewing the last day from a transcript, and firmly believes that she had made the right recommendation.

Chief Hayes-White related how the fire service has been described as not modern, avoiding embracing the 21<sup>st</sup> century, but remaining very traditional; she has been trying to move the Department forward and away from such an image. In this respect, the Commission's decision was a setback since it may be perceived that such behavior may be allowed to continue. She regrets that it was impossible for all five members of the Commission to hear this case, since it dealt with such a serious matter.

Chief Hayes-White believes that she must ensure the well-being of all members and there should not be any violence allowed in the work place. She re-emphasized that termination is the appropriate sanction for employees who chose to participate in physical violence in the workplace and conduct themselves in ways that are counterproductive to the fulfillment of the Department's mission. She suggested that the Fire Commission may consider issuing a policy statement that is in alignment with the City's policy on workplace violence. Chief Hayes-White thanked the Commission for the indulgence in hearing her comment and stated that it will remain an issue that she and the Commission will have to agree to disagree about.

Chief Hayes-White wished everyone a happy holiday and thanked everyone for their hard work. She hoped that little Harrison Leonardo and his family be kept in everyone's thoughts over the holidays.

#### PUBLIC COMMENT

There was no public comment.

Before discussion could ensue regarding Chief Hayes-White's comment, Commissioner Conroy noted that the Commission had passed a motion not to reveal what had been discussed during the Commission's closed session deliberations on the case. He believed though that Commissioners could state their personal opinion regarding the outcome.

Commissioner Lau stated that the Commission had been aware of the Chief's position during deliberations. The Commission had agreed work place violence was not to be tolerated. He thanked Chief Hayes-White for sharing her personal feelings with Commission since he was aware that she disagreed with the Commission's decision.

Commissioner Makras remarked that he was in agreement with the Chief regarding the decision and anything less than termination for violence in the workplace is not acceptable. He hoped that nothing like this will happen in the future in a fire house but should it happen, he would expect Chief Hayes-White to rule in the same manner because it is the right message.

Commissioner Conroy stated that he appreciated how the Department had advanced under the direction of Chief Hayes-White over the past two years.

Furthermore, Commissioner Conroy noted that while he respected Chief Hayes-White's recommendation and her views, the Charter requires that the Commission makes its own decision on such a matter. He voted based on his observation of the facts presented at those six evenings of testimony. Commissioner Conroy did not believe that a combined 120-day

suspension, which was longer than any suspension he has seen while a commissioner, sends a message that workplace violence is either tolerated by this Department or by the Commission. The Commission looks at every case on a case-by-case basis and in this situation there were mitigating circumstances. In the way he viewed the case, he did not believe that the member who was disciplined initiated the physical altercation. For this reason, Commissioner Conroy did not believe that termination was warranted and, in good conscience, he could not vote that way.

Commissioner Nakajo stated that he knew that it was not easy for Chief Hayes-White to make her comments to the Commission and he respects her for this. He, also, saw that it was important for her to express them. He reiterated how much he respected and appreciated her comments. Commissioner Nakajo fully understood how difficult it is and the sacrifices that need to be made in order to lead a modern-day Department. Commissioner Nakajo wished to be clear that, notwithstanding Chief Hayes-White's opinion and expression of it, the Commission supports her and her endeavors on behalf of the Department.

## PERSONNEL REPORTS

### a. Division of Training

Submitting monthly report from Division of Training concerning activities performed during November 2006.

### b. Physician's Report

Submitting biweekly report of Fire Department Physician concerning disability injuries, November 4 through November 17, 2006.

### c. Appointments

Reporting the following PERMANENT appointment effective *NOVEMBER 2, 2006*:

*1630 Account Clerk*

Guiseppe Boscolo

### d. Retirements

Communications received from Retirement Board indicating the following members have retired:

<i>Name</i>	<i>Rank</i>	<i>Type</i>	<i>Retirement Date</i>
Lopez, Robert D.	H20 Lieutenant	Service	Nov. 15, 2006
Russo, Donald	H20 Lieutenant	Service	Nov. 18, 2006
Bailon, Thomas R.	H2 Firefighter	Service	Nov. 01, 2006
Bassett, Robert C.	H2 Firefighter	Service	Nov. 01, 2006
Duensing, James C.	H2 Firefighter	Service	Nov. 18, 2006

*(Retirement Certificates will be presented at Fire Commission Meeting of January 25, 2007)*

### e. Suspension

Reporting the following suspension:

<i>No./Rank of Members</i>	<i>Unit</i>	<i>Days Suspended</i>	<i>Dates</i>	<i>Violation of</i>
1 H2 Firefighter	Airport	4	12-16-06 12-17-06 12-19-06 12-20-06	Sec. 3926 (Tardiness & Failure to Report) Sec. 3905 (Unfamiliarity with Rules)



f. Military Leave

Reporting approval of application from one member for Military Leave of Absence with pay, in order to comply with Military Orders received from his commanding officer:

<i>Name</i>	<i>Rank</i>	<i>Dates</i>	<i>Days</i>	<i>Military Organization</i>	<i>Purpose</i>
Caulder, Leonard	H3 FF/PM	11-27-06	13	US Air Force Res.	Attend Active
MSGT		thru 12-09-06		Dobbins ARB, GA/ Tyndall AFB, FL	Duty Training

ACCIDENT REPORTS

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	<i>Accident No.</i>	<i>Accident Date</i>	<i>Serial No.</i>	<i>Category</i>	<i>Recommendation</i>
Medic 21	06-7-048	10/25/2006	722	B	Bill
Cause:	Struck by vehicle - While completely stopped, Medic 21 was struck by a passing truck				
Truck 13	06-7-049	10/26/2006	621	A	File
Cause:	Misjudged clearance by driver and tiller - While responding with red lights and siren through a narrow area, Trk 13 struck a couple of park benches				
Rescue 1	06-7-050	10/27/2006	861	C	File
Cause:	Misjudged clearance - While responding with red lights and siren, and passing a civilian vehicle, Res 1 grazed side of the vehicle				
Airport	06-7-051	10/28/2006	0	A	File
Cause:	Misjudged clearance - While responding with red lights and siren, Res 93 grazed a cement post while trying to squeeze through a narrow space				
EMS RC 4	06-7-052	10/28/2006	919	A	File
Cause:	Misjudged clearance - While responding with red lights and siren, and pulling over to allow an opposing vehicle to pass, RC 4 struck a parked civilian vehicle				
Truck 19	06-7-053	10/28/2006	612	B	Bill
Cause:	Truck 19 struck a vehicle that was making an illegal left turn from the adjacent lane				
Engine 17	06-7-055	11/3/2006	544	A	File

Cause: Misjudged clearance - While turning left into a parking lot, Eng 17 sideswiped a wall

Engine 11	06-7-056	11/8/2006	545	A	File
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Cause: Misjudged clearance - While responding with red lights and siren, and turning left, Eng 11 struck a civilian vehicle

Truck 2	06-7-057	11/9/2006	619	A	File
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Cause: Driving skill deficiency (tiller training) - During driver training, tiller of Trk 2 drifted into a parked civilian vehicle

Medic 38	06-7-058	11/10/2006	744	A	File
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Cause: Misjudged clearance - While responding with red lights and siren and attempting to drive between two double-parked trucks, Medic 38 struck the mirror of one of the trucks

Truck 15	06-7-059	11/12/2006	622	A	File
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Cause: Tiller inattention - While turning right, tiller of Trk 15 swung trailer into stopped vehicle in adjacent lane

*Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.*

*Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.*

*Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.*

There was no public comment.

President Conroy directed that the report be accepted and incorporated in the minutes of this day's meeting.

## 8. ADJOURNMENT

There being no further business to come before the Commission, the meeting was adjourned at 9:15 p.m. in the hope that Harrison Leonardo may receive a bone marrow transplant that he so seriously needs.

Tania Bauer  
Secretary



